



HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: April 8, 2022 0835-0930	3. Incident Location: In person and Teleconference
<p>5. In Person Attendance: Aimee Wollman Nesseth (Coordinator), Brittany Fry (WWPHRC-Vice-Chair), Darren Van Blaricom (Health Partners Valley Hospitals: Amery, Hudson, Westfields), Natasha Cardinal (St. Croix County Emergency Manager), Randy Books (NW WEM), Jon Schultz (Eau Claire Fire Department), Wayne Street (Mayo Clinic Health System-Eau Claire), Robert Goodland (NWWIRTAC Coordinator).</p> <p>Virtual Attendance: Sara Wartman (Bayfield County Public Health), Candi McConnell (Water’s Edge), Bob Lindberg (Cumberland Health-Chair), Diane Erickson (Red Cliff Health Services).</p>		

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0835 by Bob Lindberg.
Additions to the Agenda and Announcements	Motion to approve the agenda as written by Brittany Fry, seconded by Randy Books. Motion approved.
Review of Minutes	<ul style="list-style-type: none"> • Aimee presented the March Board of Director Minutes for approval. Motion by Natasha Cardinal and seconded by Brittany Fry. Motion approved.
Financial Update	<p>BP 3 Budget: Travel Expenses are NOT allowed to come out of carryover funds - \$7,362 dollars is travel so far to include Aimee’s travel, scholarship, etc. Anticipated spending without travel is approximately \$42K, leaving us with about \$27K to spend in our budget in the next few months.</p> <ul style="list-style-type: none"> • Suggestions for spending: <ul style="list-style-type: none"> ○ “One Simple Decision Distracted Driving Simulator” ○ Online hospital decon training-Darren and Jon would like to see a demo of this training before committing funding for this. This would be AWARENESS LEVEL training only. ○ Laptops and Projectors for VOAD Project Managers ○ Owl technology for meeting/training rooms ○ Laptops/projectors for meetings/training – proposing 3 – will be utilized by VOAD special project manager but could also be used by IMT team. <p>Motion to purchase up to four Owls for better microphone/camera access for virtual meetings and \$5k (Total = \$9k) for laptops made by Darren and seconded by Brittany. Motion approved.</p> <ul style="list-style-type: none"> • The State has not finalized carryover budget yet. Once approved we will need to reconcile.
Advisory Group Updates	<p>Updates:</p> <ul style="list-style-type: none"> ○ Updates from April 1 meeting: Aimee is going to forward minutes and reports from the Advisory Group. ○ Next meeting is in person, April 29, at the Kalahari, WI Dells, with Wakefield Brunswick presenting initial summary of findings with Focus groups, on line surveys for strategic planning.

TOPIC	DISCUSSION
Old Business	<p>Advanced Burn Life Support (ABLS) Seats</p> <ul style="list-style-type: none"> It has been difficult to get people registered for second set of seats. If there are any hospitals that want the advanced burn life support seats please reach out and inform Aimee. Waiting on American Burn Association to resolve some issues. <p>Certified Hospital Emergency Coordinator (CHEC) Seats</p> <ul style="list-style-type: none"> All four of our assigned seats have been allocated (only 4 per region): class will be taught in Wausau in May. If there is additional interest, we will add people to a waitlist and potentially host another course next year. <p>Volunteer Organizations Active in Disaster (VOAD) Development Special Project Updates</p> <ul style="list-style-type: none"> Project Managers are starting to do presentations to Volunteer Organizations throughout the NW WEM region. <p>Supply Chain Integrity Assessment</p> <ul style="list-style-type: none"> This has been submitted. This assessment primarily looks at redundancies in the region. The only thing we really do not have diversity on is blood supply, which primarily lies with the American Red Cross. <p>Highly Contagious Infectious Disease (HCID) Draft Annex Submitted to CAT Tool</p> <ul style="list-style-type: none"> This has been put together by OPEHC. Aimee will share draft for our review. This is for the HERC level, not for individual agencies. This will be our exercise in June. <p>TEEX Class: Disaster Preparedness for Hospitals/Health Care</p> <ul style="list-style-type: none"> Our preferred dates have been submitted. <p>CMS Partner Virtual Exercise</p> <ul style="list-style-type: none"> This has been scheduled for June 1, 0930-1130-registration out: we have approximately 30+ of our nursing homes currently registered. Reminders will be sent out for registration & participation. <p>Family Assistance Center Training Exercise</p> <ul style="list-style-type: none"> April 13, 1-3 p.m. about 40 participants: there is interest of hosting another course later this summer. New standards just dropped with hospitals, which would be helpful to include more participants. <p>Command and General Staff Training</p> <ul style="list-style-type: none"> This is a course required for members of an Incident Management Team. Will be held May 9-13, Wausau. Budgeted funds supporting those attending training. Tyler Esh, Robert Goodland, Aimee, Scott Gooch.
New Business	<p>Fiscal Agent for RTAC</p> <ul style="list-style-type: none"> HERC became the fiscal agent for a 10% fee last year. Our commitment to renew the process was discussed today. To date there has been very little that has been spent, with approximately \$27K to spend. Looking at expenses on some training in the works and equipment. Next year's budget is anticipated to be similar, with no major changes. Motion to continue having the HERC remain the fiscal agent for the next year made by Randy and seconded by Darren. Motion Approved. <p>Highly Contagious Infectious Disease (HCID) Facilitated Discussion</p> <ul style="list-style-type: none"> Discussion about topic for TTX/Facilitated Discussion. Will likely use Avian Influenza since this is a current issue in our region now. <p>MRSE Exercise postponed to Budget Period 4 (July 1, 2022-June 30, 2023)</p> <p>Do we need to do another AAR as a HERC?</p> <ul style="list-style-type: none"> Darren discussed his experience of a Hot Wash done in St. Croix County. Consensus that it would be beneficial to do something prior to the end of the fiscal year.

TOPIC	DISCUSSION
Adjournment Next Meeting	Next Meeting will be VIRTUAL May 6, 1100-1200 Motion to adjourn made by Brittany and seconded by Randy Books at 0926. Motion approved.
5. Prepared by:	Natasha Cardinal and Aimee Wollman Nesseth