



## HICS FORM 202: INCIDENT OBJECTIVES

<b>1. Incident Name:</b> NWWIHERC Board of Directors	<b>2. Operational Period:</b> June 2, 2023 0830-0930	<b>3. Incident Location:</b> <b>In person with virtual option</b> <b>Mosaic Technologies Training Room, Cameron, WI</b>
<b>5. Attendance:</b> Aimee Wollman Nesselth (Coordinator), Bob Lindberg (Cumberland Healthcare-Chair), Brittany Fry (WWPHRC-Vice Chair), Sara Wartman (Bayfield County Public Health), Jon Schultz (Eau Claire Fire Rescue), Candi McConnell (Water's Edge), Natasha Cardinal (St. Croix Emergency Management), Dr. Haley (Clinical Advisor).		

TOPIC	DISCUSSION
<b>Call to Order</b>	The meeting was called to order at 0836 by Vice Chair, Brittany Fry.
<b>Additions to the Agenda and Announcements</b>	Aimee commented that there has been a lot of recent turnover in all disciplines of core members in the past month or two. Many new people to meet! Motion to approve agenda by Brittany Fry seconded by Jon Schultz. Motion approved.
<b>Review of Minutes</b>	The May Minutes were sent out for review. Motion to approve the minutes as written by Sara Wartman. Second by Natasha Cardinal. Motion approved. Minutes will be posted to our website under "Resources".
<b>Financial Update</b>	<b>Approval of HERC Coordinator Reimbursement Invoices for Travel Expenses, May 2023:</b> <ul style="list-style-type: none"> <li>• Motion by to approve the travel invoice as presented by Brittany Fry and seconded by Bob Lindberg. Motion approved.</li> </ul> <b>Budget Period 4 Base Budget to Date:</b> <ul style="list-style-type: none"> <li>• Aimee reported that the revised base budget was approved by OPEHC. Aimee presented the budget report to date. Aimee asked if we should try to spend down the money reserved for the insurance deductible or hold onto it, not knowing if we will get it back in carryover funding. Motion by Bob Lindberg and seconded by Jon Schultz to spend the money down prior to the end of the year. <b>Special Project Funding Process (formerly known as Carryover Funds):</b></li> <li>• The purchase order has been received and Aimee as purchased everything on the list. The only things remaining are contractor costs and reimbursements for the Facilitated Meetings training at the end of June. Discussion regarding any remaining funds. Motion by Bob Lindberg and seconded by Jon Schultz to purchase enough UV Lights for all of our regional Skilled Nursing homes and to stock up on items frequently used in the moulage kits. Motion approved.</li> </ul>
<b>Advisory Group Updates</b>	<b>Updates:</b> <ul style="list-style-type: none"> <li>• The new Hospital Preparedness Program (HPP) Manager has started. Lauri Maki comes from Brown County Emergency Management.</li> <li>• Hannah Sorenson (PHEP Manager) has announced her resignation effective in July.</li> <li>• Mandi Walsh has also announced her resignation from OPHEC.</li> </ul>

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	<ul style="list-style-type: none"> <li>Discussion about the HERC structure in the future related to the gap in funding between July 1 and when the grant funding becomes available (typically September). Prior to becoming a 501c3 organization the HERC had a public health department or hospital as their fiscal agent who could “front” the money. This is no longer available. Discussion about possible solutions.</li> </ul>
<p><b>Old Business</b></p>	<p><b>Medical Response Surge Exercise</b></p> <ul style="list-style-type: none"> <li>This was completed on May 11, 2023 with the majority of hospitals participating at some level. Will be scheduling a very brief After-Action Report virtual meeting toward the end of June to meet this requirement. Encourage everyone to invite their “leadership” for this meeting. Invites to be sent next week.</li> </ul> <p><b>CMS Partner Virtual Exercise</b></p> <ul style="list-style-type: none"> <li>Still working on the After-Action report. Will be completed and sent to participating members by the end of the month.</li> </ul> <p><b>Review of Regional Plans</b></p> <ul style="list-style-type: none"> <li>Aimee reviewed the changes made to the regional plans. These will be sent out for Board approval through DocuSign. Please complete this by June 8, 2023 as we will be cancelling our account at that time. We will restart after the new fiscal year.</li> </ul>
<p><b>New Business</b></p>	<p><b>Crisis Standards of Care Concept of Operations Document</b></p> <ul style="list-style-type: none"> <li>This document had been sent out to Board members prior to this meeting. It is a grant deliverable that we adopt a “crisis standards of care plan”. The State of Wisconsin does not have a state-wide plan that is finalized. The draft copy is the best we are going to get at this time and it is intended to be guidance to public and private organizations, knowing that many organizations have their own plans. Motion by Bob Lindberg to adopt the draft Crisis Standards of Care document as guidance only. Seconded by Sara Wartman. Motion approved.</li> <li>Open Board of Director Positions <ul style="list-style-type: none"> <li>Natasha Cardinal is willing to fill the Emergency Management open position (to complete Randy Books’ term). Motion to appoint Natasha to this position made by Candi and seconded by Jon. Motion approved.</li> <li>Jean Roedl has resigned her position as the Tribal Health Representative as has Candi McConnel as the Long -Term Care Representative.</li> <li>The positions up for reelection include: Hospital Rep-Bob Lindberg, Trauma Rep-Wayne Street, Public Health Rep-Sara Wartman, and At-Large Rep-Brittany Fry. With Natasha moving to the EM Rep position, this will open an At-Large position. Will be seeking nominations at the Membership meeting.</li> <li>Discussion regarding reviewing the By Laws in the next year.</li> </ul> </li> <li>Aimee will be on vacation June 29-July 11 and out of State with very limited to no cell service. Brian Kaczmarek will be covering during her absence.</li> <li>Proposed meeting schedule was introduced. No changes proposed at this time. Will review throughout the year to monitor in person attendance.</li> <li>Review of applications for the three positions that were posted at the end of last month: <ul style="list-style-type: none"> <li>Business Operations Coordinator: AIM Consulting was the only applicant. Motion by Jon Schultz and seconded by Natasha Cardinal to extend the contract to AIM Consulting. Motion approved.</li> <li>Clinical Advisor: Dr. Kari Haley was the only applicant. Motion by Bob Lindberg and seconded by Candi McConnel to extend the contract to Dr. Haley (Regions Hospital). Motion approved.</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ WISCOM Subject Matter Expert: Two candidates. Bob Lindberg will be reaching out to the individual we do not know for more information.</li> </ul>
<b>Adjournment Next Meeting</b>	<b>Next Meeting: July 14, 2023 0830-0930 Virtual option only. Note date is later than usual due to Aimee's vacation.</b>  Motion to adjourn at 0929.
<b>5. Prepared by:</b>	Natasha Cardinal and Aimee Wollman Nesseth