

North Central Wisconsin Healthcare Emergency Readiness Coalition  
**NCW HERC Board Meeting**  
 Aspirus Weston Clinic 09 August 2017

Agenda Item	Talking Points	Action Steps
<b>1. Attendance and Quorum Determination</b>	Introductions made. The following were present: Joan Theurer, Delmond Horn, , Michael Fraley, Molly O’Malley, Ted Ryan, Dr. Tim Vayder Sue Kunferman  On Phone: Chelsea Onchuck, Tamarah Scholze, Teresa Erler	Meeting from 08:30 – 11:00 Quorum is present
<b>2. Call to Order</b>	Meeting called to order @8:32 am	No action taken
<b>3. Approval of Minutes of Previous Meeting</b>	Noted that Dr. Vayder was not listed on attendees. Motion by Sue K to approve the minutes as corrected. Second by Molly O.	Approved – Motion Carried
<b>4. HCC Coordinator</b>	As previously emailed by Tamarah, Robbie Deede has been hired and will start 8/21. Group discussed priorities for him: <ul style="list-style-type: none"> <li>• CST (COALITION SURGE TEST)</li> <li>• WI TRAC</li> <li>• WISCOM</li> <li>• Contact Lists</li> <li>• Foundation Funding (lower priority)</li> <li>• Monthly Reporting Requirements</li> <li>• Resource Inventory Survey</li> <li>• CMS Rule tool kits</li> </ul> Tamarah forwarded the group the HCC work plan document Robbie had gotten from the state. Group reviewed and felt the items above are still appropriate	
<b>5. State Leadership Action Items</b>	<u>HCC Structure Meeting – 8/18</u> Del will attend. Group discussion:	

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	<ul style="list-style-type: none"> <li>• Can the State offer a way for regions to carry over money from other sources (grants, donations) if they will serve as the fiscal agent?</li> <li>• Group would prefer the 6 regions form one entity (501c3) with bylaws allowing regions clear autonomy.</li> <li>• We are OK with all regions using 1 fiscal agent but feel it should be a 3<sup>rd</sup> party and not DHS. Feel that the fees would likely be less expensive per coalition if we all were with the same fiscal agent</li> </ul> <p><u>Coalition Surge Test (CST)</u>          Information sheet about the CST was distributed. Initially planned to do it in October but EM will not be available. Tamarah will check to see if DHS can do it in November.</p> <p><u>CMS Emergency Preparedness Rule Toolkits</u>          Not released by DHS yet.          Joan asked what is expected of PH. They have some responsibility noted in ESF 8.</p>	<p>Group would like more information about the intended audience. We do not want to waste people's time.</p> <p>Distribute broadly when available.</p>
<p><b>6. Sector Reports</b></p>	<p>Emergency Management</p> <ul style="list-style-type: none"> <li>• Michelle Hartness has resigned her state-level position. Teresa Erler will take her position on the NCW HERC Board.</li> </ul> <p>Public Health</p> <ul style="list-style-type: none"> <li>• Still seeing pockets of viral meningitis and pertussis</li> <li>• May see some funding cuts</li> </ul> <p>EMS</p>	

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	<ul style="list-style-type: none"> <li>• The relicensing period for EMS providers and services is now open. Please remind all EMS providers to go into their eLicensing account to make sure it is current.</li> <li>• DHS has released a memo about certain medications that can be used past the expiration date if the service is unable to get replacement stock.</li> </ul> <p>RTAC</p> <ul style="list-style-type: none"> <li>• RTAC Coordinators will be learning about the ImageTrend Hospital Hub next week and hope to help hospitals have more success getting EMS patient care records</li> <li>• The Out of Hospital committee is discussing how we can build a regional ambulance response plan for large events. This may involve MABAS.</li> </ul> <p>MRC</p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul>	
<p><b>7. Fiscal reports</b></p>	<p>June statement were not finalized yet</p>	
<p><b>8. BP 1 Budget</b></p>	<p>Reviewed draft budget provide by Tamarah. Discussed and made changes to balance the budget at \$100,000.        Motion by Ted to approve the \$100,000 budget as edited. Second by Sue. Motion carried.</p> <p>Discussed the requirement for 6 full HCC meetings in the year. Tamarah noted there are ways to include meeting with drills and trainings.</p>	<ul style="list-style-type: none"> <li>•</li> </ul>

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<b>9. Bioseal</b>	No distribution of them has occurred yet. Joan will check to see which Public Health agencies in the areas have them, and we will go from there.	
<b>10. Coalition Leadership Course</b>	Group discussed CDP Healthcare Coalition Regional Leadership training course. Group feels we are not ready for the course and need to focus on items we have fallen behind on in last year.	
<b>11. Adjourn</b>	Motion to adjourn by Ted. Second by Sue. Motion carried.	