

Region 2 Wisconsin Healthcare Emergency Preparedness Program (WHEPP)

Aspirus Weston Clinic – 10 January 2018, 1300-1600

<p>Location: Aspirus Weston Clinic, 4005 Community Center Drive, Weston, WI Room: 2nd Floor Conference Room Call in Number- (571) 317-3112 Pass code- 214-565-613 Go to Meeting Link: https://global.gotomeeting.com/join/214565613 First GoToMeeting? Try a test session: http://help.citrix.com/getready</p>		
Agenda Item	Talking Points	Action Steps
1. Introductions	Introductions. Attending: Documented on sign in sheet. Calling in: Documented on sign in sheet.	
2. Approve Minutes	Dec 2017 Discussion: Motion to approve December Minutes: 1 st : Cathy 2 nd : Ed Motion: Carried.	
3. Review of agenda	Discussion: HVA distribution. Sharing the approved version with active members via email. Next month HCC Coordinator may not be able to attend. Decision to hold meeting. If HCC Coordinator not able to attend, Cathy w/ Aspirus will take minutes, Bob w/ Flambeau will facilitate. February 14, 2018. Motion to approve January agenda. 1 st : Ed 2 nd : Becky Motion: Carried.	
4. CST Exercise Prep, Walkthrough and Discussion	Discussed template letter going out to Marshfield Medical Center related to CST exercise. Template shared with hospital partners. 8 objectives reviewed, originally shared Nov 8 th at CST Discussion about finalizing date for After Action Review. Continuation and review of discussion started earlier in the day. Key topics discussed: transport, verifying patients, etc.	HCC Coordinator to send out the “Save the Date” for March 14 th ASAP. http://crcog.org/wp-content/uploads/2016/06/JohnsonMemorialHospitalTSIreneEvacuationAAR.pdf http://c.ymcdn.com/sites/www.leadingagemissouri.org/resource/resmgr/annual_conference/wednesday_joplin_tornado_les.pdf

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	<p>Documents to be created outlining the 4 phases identified and performance measures</p> <p>Discussion of need to bring in legal, ethics, and IT. Joplin and Irene AARs reviewed. Links shared.</p> <p>“Perfect” Evacuation QI discussion, adding to developing guidance document.</p>	HCC Coordinator to synthesize Phases Draft and share with partners.
5. MOU	<p>MOU still in progress some corrections to make. Report Mutual messaging need discussed in case of mutual aid.</p> <p>Discussion on separate MOUs with partners through the coalition.</p>	HCC Coordinator to send the revised version to hospital contacts for review period. After review period Hospital contact will be asked to provide to hospital legal for final revisions.
6. MCI Kits	<p>Review 20000 budgeted for the project.</p> <p>If 15 hospitals and 12 counties receive a MCI bag, it would be a budget of 740.75 for each bag.</p> <p>Bags w/ tourniquets, chest seals and quick clot:</p> <ul style="list-style-type: none"> • SOF® Tactical Tourniquet-NH (\$33.70) x10=\$337.00 • Halo Chest Seal 2 pack (\$19.34) x5=\$96.70 • QuikClot Clotting Sponge (\$12.31) x10=\$123.10 • NexPak Tactical Duffel Bag (\$35.00) • Total expense per bag=\$591.80 	https://www.rescue-essentials.com/active-shooter-response-kit-ark-tan-tacmed-solutions/
7. WITRAC: Bed Count/ MCI Report	<p>Drilling to continue.</p> <p>Goal of routinely exceeding 85% (13/15) response rate in 30 minutes established with the hospitals. Currently ~60%. 2nd and 3rd shift drills to start.</p> <p>**Referenced Attachment**</p>	HCC Coord will maintain as a monthly agenda item. HCC Coordinator to communicate with facilities with poor response rate to determine issues.
8. WISCOM Report	<p>Status Report:</p> <p>St. Michaels operational</p>	HCC Coord will maintain as a monthly agenda item. HCC Coord to work with SME and Vendor to get 4 hospitals in need functional.

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	<p>Eagle River repaired verifying operational</p> <p>Marshfield- Coordinating getting type 2 operational.</p> <p>AWH meeting needs to be scheduled to finalize plan for installation.</p> <p>Medford has a work order in to add additional speaker</p> <p>Some issues discussed including: location of WITrac computers, trained personnel.</p> <p>Training videos to be developed in between Jan and Feb.</p> <p>**Referenced Attachment**</p>	
9. Outstanding WHEPP needs	Resource List -primary need. Many outstanding.	AWH will need list resent. Group discussion to have Resource Lists to HCC Coordinator by 2/14/18.
10. Engaging Executives and Providers	<p>Opportunities:</p> <p>Mutual Aid MOU</p> <p>SBARF for MCI kits.</p> <p>Executive letter for CST</p> <p>CST After Action Review</p>	
11. NCW HERC Updates	<p>Please review minutes at:</p> <p>http://www.ncw-herc.org/what-we-do/meetings/</p>	
12. Agency Updates	<p>Round table discussion</p> <p>Memorial Medical- Management of Aggressive training</p> <p>MOAB Group training. Hosting Wed March 7th 0800-1630.</p> <p>Verbal skills and de-escalation 6 minimum needed. \$750 materials, 3-year credential. Re-cert \$350. TNT course.</p> <p>Aspirus Wausau-New EM manager.</p>	HCC Coord to post requested dates. HOSPITALS: PLEASE MAKE SURE YOU ARE SUBMITTING EXERCISE INFORMATION TO STATE VIA SURVEY. This is critical for grant funding:

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	<p>George- Incident where loaded firearm was left in clinic. Important to recognize that firearms are being brought into these facilities.</p> <p>Marshfield held an Active shooter drill held in December. General thoughts people legitimately concerned about these threats and realness of these threats.</p>	https://www.surveymoz.com/s3/3321278/WHEPP-Exercise-and-Real-Event-Report-F-02007-01-2017
13. Region Training Needs	<ul style="list-style-type: none"> • HAZMAT-One First receivers April 16-17 0900-1700 Nicolet (2 spots reserved per hospital, but need attendees for roster) • CHEC Training-Request sent to state • ICS-Posted to NCW-HERC site • Cyber Security • CISM 	HCC Coordinator to identify a Cyber Security training and CISM training.
14. Region Resource Needs	<ul style="list-style-type: none"> • WISCOM Radios • MCI bags kits • Evacuation/Triage/Staging Trailer (pop-up Shelter) (parking lot) 	
15. Future Agenda Topics	IT/ Cyber Security (Feb), RMCC Plan	All WHEPP members requested to send topics to HCC Coord.
16. Next meeting	<ul style="list-style-type: none"> • Next meeting Feb 14, 2018 (1300-1600) Aspirus Weston Clinic 	Seeking possible facilitator for meeting.
17. Adjourn	<p>Motion to Adjourn. 1st: Mike 2nd: Cathy Motion: Carried.</p>	
	Please visit http://www.ncw-herc.org/ to find meeting minutes and other information	