

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Hospital Meeting
 Aspirus Weston Clinic – September 12, 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	<p>Introductions. Attending: Documented on sign in sheet. Calling in: Documented on sign in sheet.</p>	
2. Approve Minutes	<p>Approve July minutes Discussion: Motion to approve previous Minutes: 1st: Ed 2nd: George Motion result: Carried</p>	
3. Review of Agenda	<p>Discussion: Motion to approve current agenda. 1st: Josh 2nd: Cindy Motion result: Motion carried</p>	
Old Business		
4. NCW HERC Updates	<p>Please review minutes at: http://www.ncw-herc.org/what-we-do/meetings/</p>	
5. Regional Morgue Update	<p>Discussion. Financial study came back, and Marathon County is transitioning to renovate a currently owned building rather than build a new building. NCW HERC did provide a letter of support to Marathon County.</p>	
6. Mutual Aid MOU	<p>Update. Have received signed copies from Medford and Langlade. Ascension northern facilities legal had a question about Appendix A. Appendix A has been shared with all hospital contacts.</p>	<p>Signature pages needed from: Marshfield Medical Center, HYMC, St. Mary's, Sacred Heart and Eagle River Hospital</p>

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<p>7. HAZMAT First Receiver Training</p>	<p>Review and discussion Resources posted to website on partner side. Discussed DQE seats, orientation course reviewed by Josh</p>	
<p>8. WITRAC/ WISCOM</p>	<p>New SME. Bert Nitzke will be attending the November meeting. WISCOM drills going very well, meeting 80% consistently. Discussed reaching out to county dispatch. One channel for each hospital to know. Channels per county are being verified. Hospital radios will be able to scan both HRCRD2 channel and the county dispatch channel. Radio Modifications: Radios to be installed: Aspirus Steven’s Point Old type 2 radios to be removed: Ascension St. Michaels and Aspirus Wausau Marshfield Medical Center discussion needs to be reopened related to transitioning to a type 1 and moving to a centralized location. HERC Coordinator working with contactor and will be reaching out respective agencies related to needs. WISCOM SME will sending out a memo related to identified radio best practices including scanning and resetting radios to ensure receiving of information. Strong desire discussed for WITRAC and In-service drilling related to current PM numbers.</p>	<p>HERC Coordinator to develop a WITRAC Training/ Inservice.</p>
<p>9. Engaging Executives and Providers</p>	<p>HERC will be hosting a Hospital Incident Command in January, coordinating with state to finalize. May 2019 NCW HERC will be hosting a Pediatrics in Disasters at Marshfield Medical Center.</p>	<p>Hospitals to contact HERC Coordinator if you would like to receive a presentation for your leadership.</p>

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10. MCI Go Bag Project	All 31 bags have been distributed. Hospital bags are to stay in the hospitals. EM bags are to be pre-deployed out to large gatherings with medical staff. Annual re-education will be needed.	
11. Regional Medical Coordination Plan	Draft plan to be shared with hospital partners for review. Partners are encouraged to include human resources in their review. Final draft to be presented at November meeting.	HERC Coordinator to share current draft with hospital partners. Hospital partners to review and engage HR related to real life applicability.
New Business		
12. Closed Point of Dispensing (PODs) Pre-identification	Discussion. Presented closed POD information developed by Region 7. Public Health wants to have closed PODs, as they decrease the need for throughput of an open POD, needing to provide countermeasures in 48 hours. They are beneficial for hospitals because they need their staff in the hospital working not at an open POD. Also, signing on as a closed POD provides liability protections via the county health officer. Discussed systems for distribution already in place with employee health services, such as flu clinics. Some discussion about auxiliary clinics and how these health care workers would be accounted for. Template MOU shared with the group. Hospitals are asked to outreach to their local health departments to become identified as a closed POD.	HERC Coordinator to mail out Closed POD information to Hospital group. Hospital members to contact their county public health to establish a MOU and pre-identify closed POD numbers.
13. NIMS Compliance	HERC Coordinator has updated the NIMS compliance letter. This is an easy deliverable to get out the of the way.	HERC Coordinator to mail out the updated letter to be signed by hospitals and mailed back to HERC Coord, by Nov 2018.
14. 2019 CST Exercise	Preparation meetings have already begun for 2019 CST. Aspirus Wausau Hospital will be the evacuating hospital. State will be providing a contractor for this exercise to help in development and completion.	

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	Discussion about the desire to increase value for receiving hospitals and other partners that may be engaged, such as nursing homes, PH, EMS and EM. Working to make it a coalition test and not just a hospital evacuation exercise.	
15. Real-life Events	<p>Discussion of real life events in north central Wisconsin over the past months.</p> <p>AWH surge Early Aug, 43 patients no relation just surge all able to be handled internally.</p> <p>Flambeau- road construction served fiber optic line cutting off comms radio, IC down time procedures utilized, down time printers issued identified related to IP, medication admin gaps identified.</p> <p>Flambeau- Primary radio failure. WISCOM radio utilization to support down radio system.</p> <p>St. Clare's lock down incarcerated inmate guests bringing drugs.</p> <p>Medford – Contractor working extra on the weekend. Sprinkler head snapped, causing flooding. In mitigation asbestos issues discovered complicating cleanup.</p> <p>Good Sam- HVAC failure. Concerns regarding temperature control. Review of pharmaceuticals.</p>	
16. Hospital Survey	<p>Discussion to what format would be best for delivery.</p> <p>Items to pre-identify water supply, redundant water supply, fuel supply, disposition of fuel tank, back up power, generator load capacity, hours of generator run time at full capacity, disaster response trailer needs</p>	Excel spreadsheet
17. Agency Updates	<p>Roundtable.</p> <p>Flambeau currently under expansion. Decreasing from 25 to 15 bed capacity.</p> <p>OLV has hired a new facilities manager.</p>	<p>HERC Coord to post requested dates.</p> <p>HOSPITALS: PLEASE MAKE SURE YOU ARE SUBMITTING EXERCISE INFORMATION TO</p>

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	<p>St. Clare’s done with tower renovations. St. Mikes ED and OR renovations complete, MRI being worked on, OB department being renovated and to be open soon. Riverview Family birth Feb ED March, Adams Jan clinic Active shooter training Medford new CEO Dale Huesdt, Incident response planning Marshfield Leadership training session for hazmat, drill in November</p>	<p>STATE VIA SURVEY. This is critical for grant funding: https://www.surveygizmo.com/s3/3321278/WHEPP-Exercise-and-Real-Event-Report-F-02007-01-2017</p>
18. Upcoming Training Opportunities	<p>MCI/MF/FAC TTX Sept 18, 2018 HICs January TBD Pediatrics in Disasters- May 13 & 14, 2019 CST Mar 2019</p>	
19. Region Resource Needs	<ul style="list-style-type: none"> • WISCOM Radio Aspirus Steven’s Point • Evacuation/Triage/Staging Trailer 	
20. Future Agenda Topics	<p>Regional Medical Coordination WITRAC/EMResource</p>	
21. Next meeting	<ul style="list-style-type: none"> • Nov 14th, 2018 1300-1600, Aspirus Medford 	
22. Adjourn	<p>Motion to Adjourn. 1st: Josh 2nd: Sandy Motion result: Carried.</p>	
	<p>Please visit http://www.ncw-herc.org/ to find meeting minutes and other information</p>	