

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Aspirus Stevens Point Clinic, 10 April 2019, 0900-1200

Location: Aspirus Stevens Point Clinic, 5409 Vern Holmes Dr, Stevens Point, WI 54482 **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>

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Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum Determination	Introductions Present: Robbie D, Dr. Vayder, Bert N, Teresa E, Bryan Stephens, Kate F, Sue K, Annalisa K, Sandy J, Jason K, Joan T, Linnea B Phone: James L, Cindy M, Bob P, Del H, Phil R	Quorum verified: trauma, PH, CMS, EMS, Tribal
2. Call to Order	Meeting called to order @0900	
3. Opening Thought	Emerging Threats and Public Private Partnerships	
4. Approval of Minutes of Previous Meeting	Discussion: N/A Motion to approve February minutes. 1 st : Jason 2 nd : Joan Motion result: Motion Carried	
5. Agenda Review and Additions	Discussion: N/A Motion to approve April agenda. 1 st : Sue 2 nd : Sandy Motion result: Motion Carried	
Old Business		
6. FA Report: Anick Budget Review	Discussion: Opioid Mini-grant Coordinator: \$40,000 grant joint applied with RTAC. Scheduled 5 individual county meetings. Oneida County first meeting last week. Feedback was good start, but a lot more needs to be done. Funding needs to continue and be established in the future. Trauma conference with presenter.	

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	<p>Medical Student Scholarship Allocation: \$5,000. Formally presented earlier this month.</p> <p>Motion to approve FA March Report: ~\$18,700 spent this month. ~\$83,700 year to date. ~\$269, 250 available to spend. Ebola funding ~\$43,100 that does not need to be spent until 2020. Carry over ~\$48,000. ~\$94,000 to spend yet, but outstanding fees of around ~ \$84,000. Funding is right on track, with a lot of projects still outstanding.</p> <p>1st: Jason 2nd: Kate</p> <p>Motion result: Motion Carried</p>	
<p>7. Response Plan, RMCP, 24/7 Activation, Responder Expectations</p>	<p>Response Plan Review and Open Comment. To be reviewed by all members and a main topic of discussion for the May Board Meeting.</p> <p>Responder expectations-incorporate into 2019/2020 budget Review and Approve NCW HERC Medical Technical Responder Expectation Outline. Attachment to response plan.</p> <p>Motion to approve Response Team/ "On-call guidance"-hold off and approve with the 2019-2020 budget</p>	<p>Board to review the comments from the Response Plan and Regional Medical Coordination Plan at May 2019 Board Agenda</p> <p>HERC Coordinator to add Response Team budget line to 2019-2020 Budget</p>
<p>8. CST Follow-up</p>	<p>Presentation Linnea Blomberg: Tabled</p> <p>Draft AAR has not been provided by Willdan Homeland Solutions yet</p>	<p>CST Follow-up to be added to May 2019 Board Agenda</p> <p>Linnea to present</p>
<p>9. Project Updates</p>	<p>Pharmacy MOU-identified contacts. No commitments yet.</p> <p>Disaster Response Trailer-\$30,000 set aside</p> <ul style="list-style-type: none"> • EZ Up-30 tents with heat/air capability: \$32,000. Stage with Marathon and Oneida and Price/Iron? Goal is to be able to deploy within 1 hour. • Final determination <p>Motion to Approve purchase of 30 EZ Up Tents</p> <p>1st Sue 2nd: Bob</p> <p>Motion Result: Motion Carried</p>	<p>HERC Coordinator to order the pop-up shelters.</p> <p>HERC Coordinator to follow-up with pharmacy contacts for MOU development</p>

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	Closed POD MOUs-Tabled	
10. Exercise Updates	FAC Exercise-Hosted in Oneida County, May 9 th , 1000-1500. Working scenario: apartment fire of low-income housing unit. CMS Exercise-Information meeting May 8 th , 1300-1600. June 12 th exercise date. Working scenario: Cyber event that leads to facility power outage.	HERC Coordinator to send out information and save the dates for these exercises.
11. WITRAC/ WISCOM	MMC Installed type 1. Test this afternoon. Aspirus Riverview Moved to new ED. Working. Portable Type 1 final project. To be deployed at need to hospitals. Roll-call-2 hospitals a month. 80% response. Simple fixes if they don't respond.	
12. HERC Coordinator Report	Independent review. Email & Archiving Motion to transition email to herc.coordinator@ncw-herc.org And update contacts 1 st : Jason 2 nd : Joan Motion Result: Motion Carried	HERC Coordinator will continue to provide monthly updates. Contact HERC Coordinator with any questions. Transition to new email and update contacts
New Business		
13. GETS & WPS Presentation	Presentation by Bryan Stephens with DHS See presentation sent to partners App download does not appear to be working on the store. App can be downloaded here: https://gets-wps.csgov.com/apps/	bryan.stephens@associates.hq.dhs.gov 703-433-1905 571-286-6558 HERC Coordinator to send out presentation with minutes

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<p>14. Facente Consulting Comms & Marketing Plans</p>	<p>Presentation: Cindy Marketing Plan See attachment of HERC response plan (section 3.1) Revenue generation for financial stability of the HERC Branding (logo, fonts)-use a consultant succession plans, dues Need a plan of work to identify priorities to work on for 2019-2020</p> <p>Motion to approve draft of marketing plan and place in preparedness plan 1st: Sue 2nd: Kate Motion Result: Motion Carried</p> <p>Comm Plan See document for specifics (sections 2.3.1.3 to 2.3.1.4) Definitions of notifications and who gets them and when Add Web EOC into plan for documentation of event Add definition of what each notification is, who uses it and how it is used.</p> <p>Motion to approve draft of communication plan and place into response plan under communications/notifications section 1st: Cindy 2nd: Jason Motion Result: Motion Carried</p>	<p>Add Web EOC into plan Placeholder for EICS Reactivate RAVE Add definitions to the notification tools</p>
<p>15. Advisory Group Follow-up & New ASPR Guidance</p>	<p>Discussion- Incorporation sounds like not happening. A lot to be done in the next year with current funding. Funding to be more stable in the next couple years.</p>	<p>Guidance mailed out to members. Appendix A important, page 42 Take back to Lisa that an acceptable budget would be about \$130,000-\$150,000.</p>
<p>16. 2019-2020 Work Plan Prep</p>	<p>Brian storm session on priority focuses for next cycle:</p> <ul style="list-style-type: none"> • Tribal mutual aid-Forest county 	

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	<ul style="list-style-type: none"> • Mental health service and Pediatric services • Closed PODS • CST-increasing complexity • FAC and sheltering • Public/private partnerships-pharmaceuticals • Clear definition of rig capacity in region • Development of expert “Go-teams” • WISCOMM EMS 	
17. Bylaw Review & Caucus Discussion	<p>Discussion</p> <p>Two/three-year term, staggered terms</p> <p>The Bylaws will be put out for open review until the next board meeting.</p>	
18. Sector Reports	<p>Hospitals- exercises-mass shooter, de-con</p> <p>EM- severe weather week (tornado drills this week), ICS 400 (Kronenwetter), ComL and ComT (Wausau-Oct)</p> <p>EMS/RTAC- RTAC conference, WI week end of the month, EMS to contact rep to increase Medicare reimbursement rate</p> <p>Public Health- met last week, draft on access issues, closed PODS, local health departments reach out to hospitals/clinics making sure they are screening for travel history</p> <p>Clinics-</p> <p>CMS- Emerging diseases plan in progress</p>	
19. Upcoming Training and Exercises	<p>Check http://www.ncw-herc.org/eventscalendar/ for upcoming events, meetings and trainings</p>	
20. Tabled Items for Future Discussions	N/A	
21. Next Meeting	May 8th, 2019, 0900-1200 Location TBD, possibly virtual	

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22. Adjourn	Motion to adjourn 1 st : Sue 2 nd : Jason Motion result: Motion Carried	