

North Central Wisconsin Healthcare Emergency Readiness Coalition
 NCW HERC Board Meeting
 Virtual, 08 July 2020, 0900-1100

NCW HERC Board Members			<i>Clinics</i>	NCW HERC Members, Guests & Presenters	
	<i>Hospitals</i>		Molly O'Malley		Mary Fay-Shields-Red Cross
x	Jim Monarski	x	Suzi Okey		Teresa Erler- WEM
x	Josh Englund		<i>CMS</i>		Ingrid Gowdy-O'Leary & Anick
	<i>EMS</i>	x	Mike Roberts		
x	Delmond Horn	x	Cindy Keitel		
	Jared Thompson		<i>Tribal</i>		
	<i>Emergency Management</i>		vacant		
x	Phil Rentmeester	NCW HERC/NCRTAC Staff			
x	September Murphy	x	Robbie Deede		
	<i>Public Health</i>	x	Michael Fraley		
	Joan Theurer	x	Dr. Tim Vayder		
x	Sue Kunferman		Travis Nixdorf		
	<i>Trauma</i>	x	Ty Zastava		
x	Jason Keffeler				
x	Dr. Michael Clark				

Location: Virtual

Call in Number- +1 (669) 224-3412 Pass code- 141-054-461

Go to Meeting Link: <https://global.gotomeeting.com/join/141054461>

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Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum Determination	Introductions & Opening Thought Finding the silver linings...	Quorum verified: Yes
2. Call to Order	Meeting called to order @ 9:04	
3. Approval of Minutes of Previous Meeting	Discussion: None Motion to approve previous meeting minutes 1 st : Philip Rentmeester 2 nd : September Murphy Motion result: Carried	
4. Agenda Review and Additions	Discussion: Add to agenda: - Review of By-Laws - Acquire signatures from all NCW HERC members in August Motion to approve current agenda 1 st : Joshua Englund 2 nd : Philip Rentmeester Motion result: Carried	

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<p>5. Budget Review/FA Report: O’Leary</p>	<p>Discussion</p> <ul style="list-style-type: none"> • BP1 Budget review and update • Review of May Report • Carry Forward – approx. \$80,000 • Budget for BP2 is \$102,000 with additional \$75,000 for COVID • In total, working budget will be around \$250,000 • Spent down Ebola and Opioid funding, have not yet dipped into COVID funding <p>Motion to approve BP2 budget 1st: Jason Keffeler 2nd: Jim Monarski</p> <p>Motion result: Carried</p>	
<p>6. BP1 Review</p>	<p>Review</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Work Plan Amended • Remaining objectives <ul style="list-style-type: none"> ○ Peds Surge Annex – still outstanding, draft completed – needs further review and adoption <ul style="list-style-type: none"> ▪ References things to consider, but needs localization to what the general flow in response would look like in our region ▪ Flow of treatment pathways, flow of care ▪ Create small workgroup to review draft and regionalize – perhaps add algorithms on flow, what hospitals can provide what type of pediatric care, etc. ▪ May want to compare to the Pediatric Surge Care handbook received in training ▪ Focus of plan needs to include: initial scene, triage, transport, and final destination of care ▪ Also need to consider decompression and post-acute considerations, as well as pediatric care competencies for these staff 	<ul style="list-style-type: none"> • Convene Peds Surge Annex workgroup and finalize plan • Complete capability review • Complete documentation for Redundant Comms • Obtain signatures for the plans

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	<ul style="list-style-type: none"> ▪ Air transport considerations – can take children to appropriate hospital straight away, no added transfers ▪ Workgroup volunteers: Dr. Clark, Dr. Vayder, Del Horn, Josh Englund, Jim Monarski, Jason Keffeler, Cindi Keitel (also would like to include Brenda Fellenz and Erica Kane) ▪ Needs to be finalized by September 30th, 2020 ○ Capability Review <ul style="list-style-type: none"> ▪ Will be similar to years past ▪ Robbie will identify where changes have been made and share with the board ○ Redundant Comms and Exercise Tool Documentation <ul style="list-style-type: none"> ▪ Completed, just needs to be documented ▪ COVID AAR satisfies some of the communication exercise requirements ○ Will need signatures on signature pages of the plans <ul style="list-style-type: none"> ▪ Will include some small expenses to do this – utilize DocuSign to obtain digital signatures from the agencies <p>Motion to approve amended BP1 workplan 1st: Del Horn 2nd: Sue Kunferman Motion result: Carried</p>	
<p>7. BP2 Prep</p>	<ul style="list-style-type: none"> • Work Plan <ul style="list-style-type: none"> ○ Reviewed work plan <ul style="list-style-type: none"> ▪ Critical Incident Stress Management Plan will be a focus this year ▪ Discussed keeping Marathon County’s refrigerated trailer as a long-term resource ▪ Will be looking further into: <ul style="list-style-type: none"> • Assessing availability and burden • Stockpiling • Conservation strategies • COOP 	<ul style="list-style-type: none"> • Finalize projected work plan • Finalize projected training plan • Complete and sign HERC contracts • Finalize project budget

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	<ul style="list-style-type: none"> • CISM • Recovery Planning <ul style="list-style-type: none"> ▪ Discussed stockpiling and how that may look or could be done – want to be thoughtful on how we proceed • Training Plan <ul style="list-style-type: none"> ○ Reviewed training plan <ul style="list-style-type: none"> ▪ May pause Family Assistance Center training ▪ Looking to add training on Critical Incident Stress Management (CISM), education on process and flow of prolonged testing, educating partners on mass vaccination, and recovery learning session ○ Robbie will contact Texas A&M to see if they can do any trainings – will stick to trainings that are relevant to COVID response ○ May want to also add respiratory protection program (to include fit testing), mass fatality, isolation and quarantine, and Salamander Live • Contracts <ul style="list-style-type: none"> ○ WISCOC SME - Travis ○ Medical Advisor – Dr. Vayder ○ Operations – Robbie Deede ○ Planning – Ty Zastava ○ Logistics – Michael Fraley • Budget <ul style="list-style-type: none"> ○ Reviewed BP2 budget ○ Contracts still need finalization ○ Travel budget may decrease with limited travel occurring ○ Currently a little over budget, need to make some cuts <p>Motion to continue moving forward on these plans 1st: Del Horn 2nd: Sue Kunferman Motion result: Carried</p>	
<p>8. HERC Coordinator Report</p>	<p>Tabled</p>	

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<p>9. HERC Staff and Advisory Group Meeting</p>	<p>Tabled Discussion:</p> <ul style="list-style-type: none"> • HERC Staff Meeting • AG Meeting <ul style="list-style-type: none"> ○ 8th Coordinator ○ Funding ○ OPEHC Request 	<p>This will remain a monthly standing agenda item Events: Mini Fest July 16-18 DNC Aug 17-20</p>
<p>10. Interoperable Communications Systems</p>	<p>Tabled EMResource Update</p> <ul style="list-style-type: none"> • Update <p>WISCOM Update</p> <ul style="list-style-type: none"> • Update 	
<p>11. Sector Reports/ Top Priorities</p>	<p>Tabled Top priorities. Clinics Hospitals Emergency Management Public Health EMS/RTAC/Trauma CMS</p>	
<p>12. Regional Resource Requests/Needs</p>	<p>Tabled</p>	
<p>13. Tabled Items for Future Discussions</p>		
<p>14. Next Meetings</p>	<p>Aug 12th, Sept 9th Virtual</p>	
<p>15. Adjourn</p>	<p>Motion to adjourn. 1st: September Murphy 2nd: Sue Kunferman Motion result: Carried</p>	