

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

Agenda Item	Talking Points	Action Steps
1. Attendance and Quorum Determination	Introductions made. The following were present: Teresa Erler, Joan Theurer., Ed Radtke, Tamarah Scholze, Michael Fraley, Chris Kalata, Dr. Trina Daniels, Jason Keffeler On Phone: Sue Kunferman., Delmond Horn., Chris Smith	Meeting from 09:00-12:30 Quorum is present
2. Call to Order	Meeting called to order @9:03 am	No action taken
3. Approval of Minutes of Previous Meeting	Changes to January minutes <ul style="list-style-type: none"> • remove hyphen in the heading • CISM course expense will be paid for by NCW HERC – there will be no expense to attendees Motion made to accept minutes with Changes Motion made by Del H., 2 nd by Sue H.	Approved – Motion Carried
4. Agenda Review/Additions	<ul style="list-style-type: none"> • Discuss Aniston training • Discuss BP4 carryover funds – Extending invitation to regional EMS Ray Lempke 	
5. Tribal Representative for NCW HERC Board	<ul style="list-style-type: none"> • Chris K. talked with Lorrie S. from Forest County Potawatomi to see if she was interested in representing the tribes for the NCW HERC. She is not interested at this time as she does not feel she has enough staff to take on the additional responsibilities at this time. If there is an opening in the future we can revisit at that time. 	<ul style="list-style-type: none"> • Chris will continue to reach out to tribes to see if one of them would be willing to sit on the board.
6. HVA	WHEPP has made modifications. There were no changes in the national scenarios. Changes were made in local scenarios. <ul style="list-style-type: none"> • Civil disturbances: changed from a 3 to a 2. Reduced % from 52 to 34 	

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<ul style="list-style-type: none"> • Municipal water contamination: changed from a 3 to a 2. Reduced % from 38 to 25 • Earthquake: changed from a 3 to 2 for response. Reduced % from 27 to 25 • Pandemic other than Flu: reduced from a 2 to 1. Reduced % from 41 to 21 • Landslides: changed from 0 to 1. Increased % from 0 to 19 <p>HERC board reviewed the changes for WHEPP and have no issues the changes made. We will keep all changes WHEPP made from the coalitions perspective and adopt it as HERC HVA for 2017. There are no other changes needed to the HVA from a coalition standpoint at this time.</p>	
<p>7. Fiscal Agent Report</p>	<ul style="list-style-type: none"> • There are some changes that are occurring. The state is required to reimburse everyone through the same system. Region 2 has been using the purchasing order from our fiscal agent because we get our expenses reimbursed faster. Because other regions are using public health as their fiscal agent and they use the CARS system, we are required to change to the CARS system so all regions are using the same system. This will remain until or unless we become a 501 c 3. • We will be now looking at a 90 plus day wait for our reimbursement for our region. • Fiscal agent discussed with the executive committee. Decision was made that we provide Anick a list of projects 	

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<p>rewarded with an amount of not to succeed so that we can pay our partners timely.</p> <ul style="list-style-type: none"> • For our state coalition employees, we will be waiting 90 plus days for reimbursement. • Chris K. will be working on a funds recruitment so we can build a pot. Joan suggested that we state we restricted funds to be used specifically for business operations of the healthcare coalition. This is not to be confused with the restrictions to property. • We are sitting pretty well within our budget and we have money set aside for projects. • We will be receiving approximately \$50,000 from BP4 from last year. We need to spend this money quickly. We are thinking about continuing the tourniquet (focus on area rescue squads, hospitals, and first responders) and smart triage kits (five counties are left that are interested). • There will be an unexpected expense with the fiscal agent due to RTAC conference \$3,000. • STOP the Bleed campaign is something they are looking at placing with AED's in the communities. Focus on facilities that have large numbers of people like schools, gathering places, etc. K-9 Tourniquets. 2 hand held WISCOM Radio's. 	
<p>8. Work plan Updates</p>	<ul style="list-style-type: none"> • Chris is working on developing an exercise. • We have two venues to be held for our exercise. • Watch for save the dates. • Chris picked a scenario that she is updating that will meet our needs. 	

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<ul style="list-style-type: none"> • Dr. Vayder will do a surge component training • We will have an annual meeting, and then our exercise. • We are looking at about a 4 hour meeting time frame, possibly 5. • Tentative dates are April 7th 4 pm – 9pm at Days Inn in Rhinelander and April 12th from 10am – 3 pm at the Plaza in Wausau. • Tamarah put a hold on the Medallion at Aspirus Wausau Hospital if we can't get the Plaza. 	
<p>9. CPG's</p>	<ul style="list-style-type: none"> • We worked through the last of the CPG's that were due January 31st. Tamarah got permission from the state to submit them late. <p>Capability 10 – Medical Surge</p> <p>Function1: The healthcare coalition assists with the coordination of the healthcare organization response during incidents that require medical surge.</p> <p>F1(1) – no changes F1(2): no changes F1(3): added 14 – lack of insurance coverage questions F1(4): no changes F1(5): no changes</p> <p>Function 2: coordinate integrated healthcare surge operations with per-hospital Emergency Medical Services (EMS) operations</p> <p>F2(1): no changes F2(2): no changes F2(3): remove 1 & 9 add 13</p> <p>Function 4: no changes</p>	<ul style="list-style-type: none"> • Tamarah will be submitting to the state

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<p>Function 5: no changes</p> <p>Function 3: Assist healthcare organizations with surge capacity and capability</p> <p>F3(1): no changes F3(2): no changes F3(3): added 4 F3(4): no changes F3(5): add P3 & P4</p> <p>Function 4: Develop Crisis Standards of Care Guidance</p> <p>F4(1): no change F4(2): no change F4(3): no change F4(4): no change F4(5): no change</p> <p>Function 5: Provide assistance to healthcare organizations regarding evacuation and shelter in place operations.</p> <p>F5(1): no change F4(2): no change F4(3): remove 7 F4(4): no change F4(5): remove P1, P3</p> <p style="text-align: center;">Capability 14 – Responder Safety and Health</p> <p>Function: Assist healthcare organizations with additional pharmaceutical protection fort healthcare workers</p> <p>F1(1): no change F1(2): no change F1(3): remove 1,2,3,4,6,7 F1(4): no changes</p>	
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North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<p>F1(5): no changes Note: gap F1(5) This may be a good idea to approach the state: see what each hospital would need if there were an event and then see if they can develop a state cache: what is their plan what is cached? Function 2: Provide assistance to healthcare organizations with access to additional personal protective equipment (PPE) for healthcare workers during response. F2(1): no change F2(2): no change F2(3): add #5 F2(4): removed task 1 F2(5): no changes May need to add the PPE inventory for all hospitals on the website. Maybe from local partners as well. Can it be built into WITRAC?</p> <p style="text-align: center;">Capability 2 Healthcare System Recovery</p> <p>Function 1: Develop recovery processes for the healthcare delivery system F1(1): no change F1(2): no change F1(3): remove 1,2 Add 11 F1(4): no change F1(5): no change</p> <p>Function 2: Assist healthcare organizations to implement continuity of operations (COOP). F2(1): no change F2(2): no change</p>	
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North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<p>F2(3): remove 1,2 F2(4): no change F2(5): no change</p> <p>Tamarah will be submitting the final CPG's to the state.</p>	
10. Sector Reports	<ul style="list-style-type: none"> We ran out of time for sector reports. We will attempt to get updates at the next meeting. 	
11. WITRAC Update	<ul style="list-style-type: none"> There are no updates to provide for WITRAC 	
12. WISCOM Update	<ul style="list-style-type: none"> There are no updates to provide for WISCOM 	
13. Training Exercise Updates	<ul style="list-style-type: none"> HICS classes, CHEC, ADLS, DQE (online hazmat training) classes medical PAPERs , smart phones, EMS leadership, WI Trauma site, Trauma medical director course and TOPIC courses, are looking to be funded from a state perspective. We want to make sure our funds will benefit the entire coalition. Joan, Jason and Tamarah will look through old notes to see what other ideas were previously discussed for BP4 carryover. Aniston training for WI EMOPS. There are 140 spots held for people from WI. August 27 – Sept 2. This will be discussed for WHEPP <ul style="list-style-type: none"> All expenses are covered. It will be first come first serve. There are prior training requirements to attend. They would like to see a wide variety of people from the state and from (sent January 25th). Chris will send out to all. We will post on website as well. 	<ul style="list-style-type: none">

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

	<ul style="list-style-type: none"> ○ Contact Chris if interested. 	
<p>14. State Healthcare Coalition Report</p>	<ul style="list-style-type: none"> • We are working on sustainability for the future of the coalition. • Chris is working on a letter to send to foundations requesting financial support to help the NCW HERC build operating funds which will help us become self-sustainable in the future. Suggestions were made to offer foundations to become a part of a funding partnership or an outright contribution to support. We are going to begin by asking for an outright contribution without restrictions so we can utilize it as we see fit. Along with this letter we will include a summary of how WHEPP and NCW HERC has supported the entities over the years. • The state is looking at each coalition eventually becoming a 501 c3 organization. The sooner we can become a self-sustaining organization the easier this transition will become. 	<ul style="list-style-type: none"> • Chris is working on drafting a letter, introducing our coalition and requesting support. • Chris will look though old documents to see how we have supported each entity over the years.
<p>15. Set New Agenda, Date Time</p>	<p>Next meeting is 8 March 2017 from 09:00-12:00 at Aspirus Weston Clinic.</p>	
<p>16. Adjournment</p>	<p>Motion to adjourn made by Dr. Daniels</p> <p>Second – Jason K.</p> <p>Adjourned at 1225.</p>	

North Central Wisconsin Healthcare Emergency Readiness Coalition

NCW HERC Board Meeting

Aspirus Weston Clinic 08 February 2017

Completed by Chris Kalata	Visit the NCW HERC website. All minutes, agendas and other information can be found by clicking here http://www.ncw-herc.org/	
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