

Region 2 Wisconsin Healthcare Emergency Preparedness Program (WHEPP)

Aspirus Weston Clinic 10 May 2017

Agenda Item	Talking Points	Action Steps
1. Introductions	2. Introductions made. The following were present: Tamarah Scholze, Timothy Vayder, Ed Radke, Rebecca Lindner, Josh Englund, Chris Kalata On Phone: Jayne Eaton, Chris Smith, Brenda Fellenz	Meeting from 13:00-14:00
3. Review and approval of previous meeting minutes	Minutes were reviewed and two changes were made. Motion made to approve minutes 2 nd . All were in favor Minutes approved	
4. Review of agenda	No changes	
5. Project Updates	<ul style="list-style-type: none"> • HCC approved the extension of projects in order to spend our allocated funds. • We do have additional items so we will go back and look at the next scoring items and to see if there is still a need and if it is something they can purchase before the end of the fiscal year. • Oneida Co. finished their WICAMS • Marathon Co. finished their Trench training • Aspirus Wausau Hospital finished ENPC course 	•
6. UV Lights and ISOPODS	<ul style="list-style-type: none"> • The ISOPODS have all been delivered. • Chris has 5 more hospitals to deliver UV light to • MOU's and training video will be shared with all hospitals after Chris has completed delivering all UV lights. 	•
7. WISCOM	<ul style="list-style-type: none"> • Star Gate instructions are supposed to be in print and handed out 	•

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	<ul style="list-style-type: none"> • All type 1's are complete. Working on finishing up the type 2 education pieces. Waiting on the state. • Mark sent out a report as to what he has completed and what his future schedule is. 	
<p>8. WITRAC</p>	<ul style="list-style-type: none"> • WITRAC dashboard – go out and look at your dashboard. Resources and other items on the dashboard my resources are messed up. The order of information blocks has changed. Please check to see that your dashboard is correct. You may want to view it frequently to double check your information. • WITRAC Triage Test – St. Clare's missed their MCI Drill last night. • Chris will send out the schedule again to remind people to complete the drill. • Chris is creating a new schedule for the MCI drills for the next few months. • After hours drills are causing trouble because there is no notification of drills to be completed. Communication is poor between shifts. 	<ul style="list-style-type: none"> •
<p>9. Training</p>	<ul style="list-style-type: none"> • April Exercise – thank you all who participated at the April Exercise. • Leadership attended from Ascension at Home found it very engaging and rewarding. Suggest evaluation forms to be completed • Organization of the day was nice. • Accommodations were very nice • AAR will be finalized and released in the next few days. 	<ul style="list-style-type: none"> •

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Mark Your Calendar - Surge Capacity Discussion Meeting will be held during the WHEPP meeting June 14th. Please bring your first 8 contacts from your ICS structure and your surge capacity plans. Location is to be determined. We will be sending out more information soon.

Chris will send out a save the date right away.

BDLS Training – BDLS training is being held on May 16th in Wausau. This is sponsored by the state. You are still able to sign up if interested. Please share with Fire, Police, EMS etc. There are plenty seats available. You have until the end of this week to register.

CIMS – registration is currently low but we are looking at opening it up to partners. We are thinking of opening the course up to partners sooner than May 30 if we will not see increased registration numbers.

HAZMAT Training – Flambeau hospital is looking for HAZMAT training – the 16 hour course. Flambeau is willing to host the training if others are interested. Anyone that would like to learn to oversee the DECON team or train the trainer, the cost of the course will be shared with each participant. This would be a train the trainer course.

- We need to clarify what we need to be trained in to train our staff. We will look into this further.

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	<p>DQE – there are certifications available for DECON refreshers available for hospitals. You will still be required to complete the set up and take down the DECON tents and PPE. Chris will send out the information from DQE on how to utilize the training.</p>	
<p>10. CMS Rule and Partner Meeting</p>	<ul style="list-style-type: none"> • We are looking at how we can include our partners more by having the quarterly meetings. Will be focused on workshops, exercises, getting our partners together and work together to better aid the region in getting to work together. • Partners are feeling the NOVEMBER 15, deadline and there is a concern that quarterly meetings may not be enough for our partners at this time. • We want to be action orientated to make the attendance of this group worthwhile. • As we begin to expand we need to ensure partners are able to attend our meetings and make them worthwhile. We are thinking about go to meeting, phone conference, and in person. 	<ul style="list-style-type: none"> •
<p>11. Sector Reports</p>	<ul style="list-style-type: none"> • Public Health – upcoming regional meeting • Emergency Management – none • RTAC – excellent conference, • HCC – chose our gap to focus on for the next year. We are going to focus on the long term care facilities to start and then open it to other agencies as we get organized. We want to make sure we have the meetings, trainings, and exercises engage all partners. On the coalition side 	<ul style="list-style-type: none"> •

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	<p>we need to start focusing on all partners, not just hospitals.</p> <ul style="list-style-type: none"> • MRC – none 	
12. WHEPP board member Co-chair position	<ul style="list-style-type: none"> • We are looking to fill the role of the co-chair of this group. They will be responsible to report to HCC with any questions, concern, or updates. Brenda Fellenz, Chris Smith, and Jim Monarski are all interested in the position. Chris Smith is not able to commit at this time. Brenda and Jim are still interested. Tamarah will send out the vote via survey monkey and tally the votes. • We appreciate those that are willing to step up and take on this responsibility. 	•
13. Adjournment	<ul style="list-style-type: none"> • Motion to adjourn. Seconded. Motion carried. • Meeting adjourned at 3:05 pm 	•
14. Next meeting	<ul style="list-style-type: none"> • Next meeting June 14, 2017 Aspirus Weston Clinic 13:00-16:00 	•
15.	<p>Please visit http://www.ncw-herc.org/ to find meeting minutes, agenda and other information</p>	•