



HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: February 7, 2025 0830-0930	3. Incident Location: In person at Barron County EOC with Virtual Option
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Attendance: Aimee Wollman (Program Coordinator), Mark Manning (Tamarack Health-Hayward), Sara Wartman (Bayfield County Public Health), Natasha Trush (Red Cliff Tribal Health), Brittany Fry (Western WI Public Health Readiness Consortium), Natasha Brunell (St. Croix County Emergency Management), Darren Van Blaricom (HealthPartners Valley Hospitals), Kaiya Shrader (Meadowbrook of Bloomer), Dr. Haley (Clinical Advisor).

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0830, by Darren Van Blaricom, Chair
Additions to the Agenda and Announcements & Review of Minutes	Motion to approve the January Minutes and approve the agenda with the addition of discussion of WISCOM drill objectives by Brittany Fry and seconded by Natasha Brunell. Motion approved. Minutes will be posted on our website under “Resources”.
Financial Update	<p>Approval of HERC Coordinator Reimbursement Invoices for Travel and Non-Travel Expenses, January 2025</p> <ul style="list-style-type: none"> Travel and non-travel expenses were reviewed. Motion to approve the reimbursement requests by Brittany Fry, seconded by Mark Manning. Motion approved. <p>NWWIHERC Budget Period 1 (24-25) Budget to Date</p> <ul style="list-style-type: none"> The budget report was approved at the last meeting. No new updates. Currently \$16,900 of \$20,375 in scholarships have been awarded. Will need to start looking at additional budget revisions at next meeting. <p>Avian Influenza Funds</p> <ul style="list-style-type: none"> There was an announcement prior to the new administration that the Hospital Preparedness Program had been awarded 90 million dollars for Avian Influenza. There was a high-level meeting with the HERC Coordinators to discuss possible options for spending WI’s portion of that funding (if approved). Discussion about potential needs and options to spend this money in the NWWIHERC region. More to come.
Advisory Group Updates	Last meeting was held January 17, 2025, in Stevens Point with a virtual option. Brittany and Sara Wartman (proxy for Darren Van Blaricom) attended. Next meeting is February 21, 1200-1300 virtual only. <ul style="list-style-type: none"> Brittany cannot attend March 21st meeting in person meeting (La Crosse) with virtual option. Invitation is open for another Board member to attend if possible. There was a presentation from the State on ‘ESSENCE Alerts’ (a system that uploads information directly from hospital Emergency Department Electronic Health Records to track trends such as overdoses, influenza, etc. It was presented to the Advisory Group for situational awareness with the option to sign up for these alerts. WWPHRC

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	<p>already creates a weekly report that includes Essence reports. Reviewed an example of that report. Board agreed they would like to receive this and thought hospital Emergency Preparedness specialists would like it as well. Aimee will forward and we will discuss option of adding these emails to the WWPHRC distribution list.</p> <ul style="list-style-type: none"> • WEM is updating their Emergency Support Function (ESF) 8, Public Health and Medical Services. • Planning underway for the April NFL Draft, however, not much information is being shared until after the Super Bowl. This will take place in Green Bay this year.
Old Business	<p>Audit Review</p> <ul style="list-style-type: none"> • The audit is complete and filed with the State. The auditor recommended having a capitalization policy. Aimee is working on putting a policy put together and will share with everyone. We need to be clearer about the intended use of the Indirect Funding. <p>Medical Surge Response Planning</p> <ul style="list-style-type: none"> • Initial meeting held, Mid Term, May 12, Final, June 2, Exercise, June 3, 0830-1130. We are working with Fire LLC, a contractor who will facilitate the exercise. Scenario is going to be severe weather event in the summertime. We are required to surge 10% of our regional licensed Medical Surgical beds as opposed to last year’s requirement of 20% of staffed beds. Looking at ways to make this a bit more challenging and meet the needs of all participating agencies. • Will be utilizing Medical Reserve Corp coordinators • Need WEM representative <p>Regional Exercise</p> <ul style="list-style-type: none"> • This was held on January 29, 2025, with great attendance across the region. Twenty-one jurisdictions participated with some having as many as 45+ local participants. Aimee will be writing the AAR once all of the Executive Summaries and Improvement Plans are submitted. Please do so by February 12. <p>Policy/Plan Review</p> <ul style="list-style-type: none"> • Record Retention and Whistleblower Policies reviewed. No changes needed. Motion to approve policies by Sara Wartman, second by Natasha Trush, motion approved. <p>Work Plan Review</p> <ul style="list-style-type: none"> • Awaiting guidance from ASPR related to remaining deliverables for the year. All January deliverables have been submitted. The Readiness Plan, due at the end of March, is almost complete.
New Business	Potential Changes in Federal Grant Funding

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	<ul style="list-style-type: none"> • There has been a lot of uncertainty regarding Federal grants since the new administration. HERC Coordinators have been told to continue business as usual unless we hear otherwise. We have entered the timeframe when we are looking for next year’s Notice of Funding Opportunity for the fiscal year starting July 1, 2025. <p>WISCOM Drill Objectives</p> <ul style="list-style-type: none"> • Recent drill was completed with a decent response rate but could be improved. Discussion regarding the goal and objective of the WISCOM drills. If we are checking that the radios are on and working, then scheduled drills make more sense. If we want to mimic a ‘real life’ situation, then unplanned drills would be more reasonable. Board expressed their desire to have these drills scheduled to improve success rate unless another objective other than checking if the radio is working is determined.
Adjournment Next Meeting	<p>Motion to adjourn at 0924 by Natasha Trush and Sara Wartman. Motion approved.</p> <p>Next Meeting: March 7, 2025, 0830-0930, Virtual only.</p>
5. Prepared by:	Natasha Brunell and Aimee Wollman