



HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: October 4, 2024 0830-0930	3. Incident Location: In person with virtual option
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Attendance: Aimee Wollman (Program Coordinator), Mark Manning (Tamarack Health-Hayward), Jon Schultz (Eau Claire Fire), Sara Wartman (Bayfield County Public Health), Natasha Trush (Red Cliff Tribal Health), Brittany Fry (Western WI Public Health Readiness Consortium), Wayne Street (Trauma-Mayo Clinic Health System-Eau Claire), Natasha Brunell (St. Croix County Emergency Management).

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0831, by Brittany Fry, Vice-Chair
Additions to the Agenda and Announcements & Review of Minutes	Motion to approve the October agenda by Sara Wartman and seconded by Natasha Brunell. Motion approved. Motion to approve the September Minutes by Mark Manning and seconded by Sara Wartman. 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, September, 2024</p> <ul style="list-style-type: none"> Travel and non-travel expenses were reviewed. Motion to approve the reimbursement request by Sara Wartman, seconded by Wayne Street. Motion approved. <p>Approval of NWWIHERC Budget Period 1 (24-25) Budget</p> <ul style="list-style-type: none"> Three RFAs have been received for the MRSE Consultant, but we are waiting on revised applications now that the actual MRSE guidance documents have been released. Will present these to the board by email for a vote in the coming weeks. Review of listed conferences and training within the Budget Proposal in hopes that OPEHC will approve them vs. having to ask for approval for each scholarship throughout the year. Suggestions to add a few conferences. Some slight adjustments were made from last months draft budget proposal based on actual numbers. Motion to approve the budget and to submit this budget to OPEHC for review made by Mark Manning and seconded by Sara Wartman. Motion approved.
Advisory Group Updates	The last meeting was held Friday, September 20, in person (Fitchburg, WI) with virtual option. Both Brittany and Darren attended parts of the meeting virtually. OPEHC reviewed the Regional Scope of Work with Advisory Group members and reviewed the fiscal policy for the year. The October 18 th Advisory Group meeting will be hosted by Region 1. Both Brittany and Darren could plan to attend in person. This will be held at the Chippewa Falls Fire Station #1.

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<p>Old Business</p>	<p>Request for Applications Submissions for the following positions:</p> <ul style="list-style-type: none"> • Business Operations: One application was reviewed. Motion to offer this position to AIM Consulting LLC by Mark Manning and seconded by Natasha Brunell. Motion approved. • WISCOM SME: Three applications were reviewed. Motion to offer this position to John Kruk by Wayne Street and seconded by Jon Schultz. Motion approved. • Clinical Advisor: Three applications were reviewed. Motion to offer this position to Dr. Kari Haley, Regions Hospital by Sara Wartman and seconded by Mark Manning. Motion approved. • Brittany will notify all applicants of the decisions. <p>Long Term Care Board position vacant</p> <ul style="list-style-type: none"> • Aimee will send out a request to the entire Long Term Care email distribution list along with Home Care and Hospice representatives. 														
<p>New Business</p>	<p>Work Plan for BP1, 24-25</p> <ul style="list-style-type: none"> • Aimee reviewed the overall workplan deliverables and deadlines. The HERC Coordinators are working together to collaborate on the deliverables to try to streamline the process and to make sure all seven regions have some consistency. <table border="1" data-bbox="405 805 1602 1453"> <thead> <tr> <th data-bbox="405 805 1163 899">BP 1 Activities</th> <th data-bbox="1163 805 1602 899">Submission Deadline</th> </tr> </thead> <tbody> <tr> <td data-bbox="405 899 1163 993">Governance Document</td> <td data-bbox="1163 899 1602 993">January 31, 2025</td> </tr> <tr> <td data-bbox="405 993 1163 1088">Jurisdiction Information</td> <td data-bbox="1163 993 1602 1088">January 31, 2025</td> </tr> <tr> <td data-bbox="405 1088 1163 1182">Hazard Vulnerability Assessment (HVA)</td> <td data-bbox="1163 1088 1602 1182">January 31, 2025</td> </tr> <tr> <td data-bbox="405 1182 1163 1276">Readiness Assessment</td> <td data-bbox="1163 1182 1602 1276">January 31, 2025</td> </tr> <tr> <td data-bbox="405 1276 1163 1370">Training and Exercise Plan</td> <td data-bbox="1163 1276 1602 1370">January 31, 2025</td> </tr> <tr> <td data-bbox="405 1370 1163 1453">Readiness Plan</td> <td data-bbox="1163 1370 1602 1453">March 31, 2025</td> </tr> </tbody> </table>	BP 1 Activities	Submission Deadline	Governance Document	January 31, 2025	Jurisdiction Information	January 31, 2025	Hazard Vulnerability Assessment (HVA)	January 31, 2025	Readiness Assessment	January 31, 2025	Training and Exercise Plan	January 31, 2025	Readiness Plan	March 31, 2025
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Adjournment Next Meeting	<p data-bbox="407 1179 2016 1224">Motion to adjourn at 0923 by Natasha Brunell and seconded by Mark Manning. Motion approved.</p> <p data-bbox="407 1256 2016 1305">Next Meeting: November 1, 2024, 0830-0930, Virtual Only</p>																
5. Prepared by:	Aimee Wollman																