



HICS FORM 202: INCIDENT OBJECTIVES

1. Incident Name: NWWIHERC Board of Directors	2. Operational Period: November 3, 2023 0830-0930	3. Incident Location: Virtual Only
5. Attendance: Aimee Wollman Nesselth (Coordinator), Darren Van Blaricom (Chair), Brittany Fry (WWPHRC-Vice Chair), Natasha Cardinal (Secretary, St. Croix Emergency Management), Wayne Street (Mayo Clinic Health System-Eau Claire), Jon Schultz (Eau Claire Fire Rescue), Kerri O’Bel (Water’s Edge), Robert Goodland (NWWIRTAC Coordinator), Dr. Kari Haley (Clinical Advisor)		

TOPIC	DISCUSSION
Call to Order	The meeting was called to order at 0832, Vice-Chair, Brittany Fry.
Additions to the Agenda and Announcements	Additions to agenda: <ul style="list-style-type: none"> • Memorial for Addy Kaczmarek • Distribution of MCI kits throughout the region • Announcement of Chemical Annex Exercise, May 1, 2024
Review of Minutes	The October Minutes were sent out for review. Motion to approve the minutes as written by Jon Schultz, seconded by Natasha Cardinal. Motion approved. Minutes will be posted to our website under “Resources”.
Financial Update	Approval of HERC Coordinator Reimbursement Invoices for Travel and Non-Travel Expenses, October, 2023, and Fall Conference Catering Invoice (out of unrestricted funds). <ul style="list-style-type: none"> • Travel, Non-Travel, and Catering out of unrestricted funds requests for reimbursement presented. Discussion regarding expenditures out of unrestricted funds (those collected from RTAC Fiscal agent fees, donations, or other fundraising). We do not have a policy at this time to manage these funds. Recommendation that a policy be written and added to our other fiscal policies. Aimee will check with other HERC regions to see what they have in place for such a policy. Motion to approve the reimbursement requests by Wayne Street, seconded by Jon Schultz. Motion approved.
Advisory Group Updates	Updates: <ul style="list-style-type: none"> • October meeting was held in person with a virtual option in Baraboo, WI. Darren was unable to attend and Brittany was only able to attend the morning session virtually. Discussion of meeting. Brittany felt this one went much better than the previous meeting. Brittany reported on the progress on the Strategic Planning group working on Systems. They reviewed the work plan as presented by Katherine Johnson. • Next meeting will be virtual only and held November 17, 2023.
Old Business	Initial review of Chemical Surge Annex and Exercise update-Exercise Scheduled May 1, 2024 in conjunction with Eau Claire County LEPC.

TOPIC	DISCUSSION
	<ul style="list-style-type: none"> • This is the HERC’s plan to help facilitate and increase the capabilities of the region. This is not meant to be guidance for specific agencies/organizations. • Reviewed first part of annex together and provided information, updates and revisions. • Concept of Operations: paragraph on local hospital decontamination, triage, testing and stabilization will need revisions. • Discussion on calling State duty officer – reach out to your local EM’s to connect with state/DHS • The Chempack plan has been revised and is currently undergoing review at the State level. NWWIHERC will receive training at our Membership meeting on February 2, 2024.
New Business	<p>Kaczmariski Memorial</p> <ul style="list-style-type: none"> • Discussion regarding a Memorial for Addy Kaczmariski. Decision was for any members of the Board who wish to contribute to do so personally to Darren’s Venmo account on behalf of the NWWIHERC. <p>Distribution of MCI Bleeding Kits</p> <ul style="list-style-type: none"> • Discussion about prioritizing areas with large gatherings of people, churches, schools, movie theaters, etc. Discussion regarding providing training on the use of these supplies. Suggestion to divide them up to accompany the Stop the Bleed training kits within the region for distribution following training. Discussion also about noting in CAD systems where these kits are located (this is happening now in Eau Claire with AED locations). <p>Carryover funding projects for BP 5:</p> <ul style="list-style-type: none"> • An informal list of projects being considered by the NWWIHERC is due to OPEHC no later than close of business on Thursday, November 9. Discussion about the need to replace the downed officer kits in the Red Bleeding Control bags which are “borrowed” for many large events in the region. This is because the previous kits are expiring. Expired kits would be distributed to tech schools, RTF teams and MCI trailers for use during training. <p>PIO Course Scheduled</p> <ul style="list-style-type: none"> • Public Information Officer and the Media training, Tuesday, April 23, 2024. Location TBD
Adjournment Next Meeting	<p>Next Meeting: December 8, 2023 0830-0930 In person with Virtual option. Membership meeting to follow. *One week later than normal due to National HCC Conference.</p> <p>Motion to adjourn at 0932 by Brittany Fry and seconded by Kerri O’Bel Motion approved.</p>
5. Prepared by:	Natasha Cardinal and Aimee Wollman Nesseseth