



**HICS FORM 202: INCIDENT OBJECTIVES**

<b>1. Incident Name:</b> NWWIHERC Board of Directors	<b>2. Operational Period:</b> July 15, 2024 1400-1430	<b>3. Incident Location:</b> Virtually Only
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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), Jackson Bires (Water’s Edge), Bob Lindberg (Cumberland Health), Darren Van Blaricom (HealthPartners Valley Hospitals), Natasha Trush (Red Cliff Tribal Health)

TOPIC	DISCUSSION
<b>Call to Order</b>	The meeting was called to order at 1401, by Darren Van Blaricom, Chair
<b>Additions to the Agenda and Announcements &amp; Review of Minutes</b>	Motion to approve the July agenda and to approve the June Minutes by Sara Wartman and seconded by Mark Manning. Motion approved. Minutes will be posted on our website under “Resources”.
<b>Financial Update</b>	<p><b>Approval of HERC Coordinator Reimbursement Invoices for Travel and Non-Travel Expenses, June, 2024</b></p> <ul style="list-style-type: none"> <li>Travel and non-travel expenses were reviewed. Motion to approve the reimbursement request by Sara Wartman, seconded by Jon Schultz. Motion approved.</li> </ul> <p><b>Review of Budget Period 5 Budget to date</b></p> <ul style="list-style-type: none"> <li>Aimee presented the most up to date year to date budget. Waiting on just a couple of items and then all invoices from BP 5 will be submitted after an email vote to approve the final fiscal report by the Board.</li> </ul>
<b>Advisory Group Updates</b>	Very brief check in on June 28 <sup>th</sup> . Majority of the meeting was discussing upcoming plans for the RNC which is happening this week in Milwaukee.
<b>Old Business</b>	None
<b>New Business</b>	<p><b>Officer Elections for Vice Chair</b></p> <ul style="list-style-type: none"> <li>Per our by-laws, Board needed to elect a Vice-Chair. Jon Schultz made a motion to approve Brittany Fry to the Vice-Chair position for another term if she is willing. Seconded by Sara Wartman. Motion approved. Brittany is willing to serve in this role.</li> </ul> <p><b>Budget Period 1 (24-25) Update</b></p> <ul style="list-style-type: none"> <li>Due to the delay in the Notice of Funding Opportunity (NOFO) for the Hospital Preparedness Program (HPP) Grant from ASPR this year, there are some changes to how the coordinators are being compensated during July and August this year. The State received a No Cost Extension for work related to the RNC and to “keep the lights on” for</li> </ul>

TOPIC	DISCUSSION
	<p>the HERCs throughout the state for July and August. A Request for Application is out for all of the HERC Coordinator positions and these positions will not be filled until September. Therefore, no Budget Period 1 (2024-2025) work is to be done until these positions are filled and confirmed.</p> <p><b>Next meeting</b></p> <ul style="list-style-type: none"> <li>• Discussion regarding whether or not to hold the August 2, Membership meeting in light of the previous item. Board recommendation is to cancel the August 2, 2024, meeting and to send a letter from the Board to the membership explaining the reason behind this decision for situational awareness. Motion by Bob Lindberg to forgo the August meeting and to wait until October. Seconded by Mark Manning. Motion approved.</li> </ul> <p><b>Long Term Care Board position vacant</b></p> <ul style="list-style-type: none"> <li>• Jackson Bires announced his resignation from the Board of Directors. He has accepted a new position in Minnesota. Board thanked Jackson for his work with the Board.</li> <li>• Aimee will send out an inquiry to the Long-Term Care distribution list for a new Long Term Board representative.</li> </ul>
<b>Adjournment Next Meeting</b>	<p>Motion to adjourn at 1430 by Bob Lindberg and seconded by Jackson Bires. Motion approved.</p> <p>Next Meeting: TBD, Will be an email vote as needed to finalize BP5 budget report.</p>
<b>5. Prepared by:</b>	Aimee Wollman