 **Fox Valley Healthcare Emergency Readiness Colalition(FVHERC)**

**Member Meeting**

Sept 19, 2023

1:00pm – 3:30pm

Fox Valley Tech College Training Center FVTC training Center

W6400 County Rd BB, Appleton, WI 54914

**MINUTES**

**MEMBER MEETING- ZOOM LINK**

<https://zoom.us/j/91694212631?pwd=cWJReVJHODROTDZIVENtNXI2QW5Xdz09>

**See attached attendance document**

|  | **Time** | **Topic** | **Assigned to** |
| --- | --- | --- | --- |
|  |  |  |  |
| **Welcome** | **1:00pm** | **Welcome**   * Review and approve agenda * Review and approve previous meeting minutes | introductions and the welcome to new members. There were no additions or corrections to the agenda or prior minutes approved as written and will be posted on website |
| **Updates** | **1:15pm** | **Board Report**   * Chair’s Report (state advisory update) * Budget/workplan update overview- Tracey * Coordinator’s Report   -Work plan update  -contractor position update | Carol and Jeff were unable to attend the advisory group meeting. Tracey reported out on strategic planning initiatives, meeting schedule and overall direction of the advisory group.  This is the fifth year BP5 of the budget. A budget was created by board and approved by the state. Due to this being the last year of the grant cycle we will be finalizing any work plan deliverables that have not been completed during the past four years. The board will help prioritize this work  The budget item of an audit was discussed with the general membership explaining why two audits needed to be completed this year to be in compliance. There were no other questions at this time on budget. This is a large part of our budget this year.  There is a new wiscom SME --Tim Stutzman. Thank you to Kevin Pullen for his expertise over the past several years in this contracted position. |
|  | **1:30pm-2:30** | * AAR overviews- lessons learned   MRSE, Chemical and Airport  Lauri Maki- intro and program update- Virtual | Please see the attached PowerPoint for an overview of the lessons learned in the exercises we completed last year. The board will prioritize work around these AAR items. There are also photos of the portable morgue in the PowerPoint. We are working on a MOU for the morgue housed in Winnebago county and the rapid tag system housed in Outagamie county for distribution throughout the region if ever needed.  Lauri Macki did a brief introduction and program overview. Thank you for joining us Lauri you're always welcome to attend our meetings. |
| **Regional Review** | **2:30pm** | **Member Partner Report-**  **PH, Trauma, RTAC, Red Cross, EM, LTC, CHC, Tribal, Others**   * Events since previous meeting * Upcoming Education and trainings * Report any future exercises | Partner updates:  Many of the Public health depts are working on flu shot clinics. Many waiting for covid vaccine if they ordered it. Assisting with long term care vaccine as there are some outbreaks in facilities.  RTAC they completed a board retreat and have new priorities of increasing membership at meetings and putting together a calendar year of education. One initiative will be a communication a drill/event to assist with some after action items that were identified during some tabletop active shooter exercises. They would also like to focus an exercise on transportation and EMS. They meet the second Wednesday of even months.  Emergency Management –  Please go to the train site to register for any courses or to see what is available. There is a new process for requesting courses supported by WEM, please talk to local Emergency Management managers for further information they continue to work on their IPP’s that are due at the end of the year.  Other partners-  ARES/RACES reported that there will be an statewide exercise on October 7th this is a test so anticipate some radio traffic and communications around this prior to that date. |
| **3:00pm** | **New Business**   * Education and exercises for BP5 * Meetings for BP5 * Audit update | A discussion around a cyber workshop. Dicussion about the recent cyber event at HSHS. We are requesting some special project dollars from OPEHC to host this two day workshop. More to come. We would also like to host a PIO meet and greet sometime this year for all partners PIO's to network and get to know each other.  There will be several exercises including a CMS, MRSE and a chemical exercise that is required this year. Date will be determined soon.  The HVA will be completed early in first quarter of 2024. Please watch for the survey.  We discussed the distribution of the items purchased with the special funding at the end of last fiscal year if there are any items that were discussed today that your organization would like please contact Tracey. The items in storage were shared and added to the website for reference.  We will be hosting a crisis communication course sometime during the first quarter if there are any other trainings or exercises in the region please let Tracy know show she can assist in getting participation on those |
| **Adjourn** | **3:30pm** | **Adjourn** | * **November 21- VIRTUAL ONLY!** * Next Board meeting Oct 11, 2023 |