



Wisconsin Division of Public Health

PROGRAM/GROUP: Public Health Council – Public Health Emergency Preparedness Advisory Subcommittee

MEETING TITLE: Public Health Emergency Preparedness (PHEP) Advisory Committee Meeting

LOCATION: **Zoom:** <https://dhs.wi.zoomgov.com/j/1609922816?pwd=QzNRMEFpNStpUmNrVEhMNk1la0doQT09>

Meeting ID: 160 992 2816

Passcode: 901525

Dial: US: +1 669 254 5252 or +1 646 828 7666 or +1 551 285 1373 or +1 669 216 1590

DATE/ TIME: Tuesday, September 20, 2022 10:00 – 11:30 AM CT

Context: (Purpose, Vision, Mission, Goal):

The purpose of Public Health Emergency Preparedness (PHEP) Advisory Committee is to provide policy, program, and resource allocation recommendations to the State of Wisconsin Public Health Emergency Preparedness Program to assure that Wisconsin is prepared to effectively and efficiently prevent, detect and report, investigate, control, and recover from public health emergencies. The charge to this committee is to make recommendations to the Public Health Council on priorities and strategies to achieve public health emergency preparedness goals in Wisconsin.

The Public Health Council was created by 2003 Wisconsin Act 186 (Wis. Stat. §15.197[13]). By statute, the Council's purpose is to advise the Department of Health Services, the Governor, the Legislature and the public on progress in implementing the state's 10-year public health plan and coordination of responses to public health emergencies.

Meeting Facilitator: Brian Kaczmarek

Meeting Recorder: Hannah Sorensen

Members Present: Brian Kaczmarek, Kurt Southworth, Vincent Cha, Lisa Olson-McDonald, Corey Straubhaar, Barb Beeksma, Lisa Sobczyk, Hmongshee Khang, Olga Meza, Amanda Weiler, Suzanne Schreiner, Brenda Lutz-Hanson, Melissa Ellis, Alana Sterkel, Dave Nelson, Svea Erlandson

Members Excused: Thomas Balsley, Lisa Herritz, Robert Deede, Stephanie Borchardt

Staff Present: Hannah Sorensen, Tim Doerfler, Sophie Lee, Kay Mittelstadt-Lock, Doug Hill

Agenda:

Time:	Topic:	Lead:	Notes/Follow-up:
10:00AM	Welcome and Roll Call	Brian Kaczmarek, Chair	Brian Kaczmarek called the meeting to order at 11:02 am. Roll call was conducted.



Wisconsin Division of Public Health

10:10AM	<p>PHEP Advisory Committee Business:</p> <ol style="list-style-type: none">1. WI Public Health and Healthcare Preparedness Update<ol style="list-style-type: none">a. Public Health Council Initiativesb. Hospital Preparedness Program (HPP) Healthcare Emergency Readiness Coalition (HERC) Advisory Group Initiativesc. Healthcare Associated Infection Workgroup Initiativesd. Other relevant initiativese. Opportunities for Alignment2. PHEP Discussion<ol style="list-style-type: none">a. Review and approve PHEP Advisory Committee Charterb. Discuss committee meeting structurec. PHEP 2022-2023 Deliverables<ol style="list-style-type: none">i. Support state advisory committeeii. Statewide Jurisdictional Risk Assessmentiii. Local and Tribal PHEP funding review	Brian Kaczmariski, <i>Chair</i>	<p>WI Public Health and Healthcare Preparedness Update, Brian Kaczmariski</p> <ul style="list-style-type: none">• The intent of this portion of committee meetings will be to provide an overview of state-level committees with involvement in public health and health care emergency preparedness.• Public Health Council Initiatives<ul style="list-style-type: none">○ The Public Health Council has the following existing or planned subcommittees<ul style="list-style-type: none">▪ Public Health Emergency Preparedness (PHEP)▪ Issues Prioritization▪ Membership▪ Justice, Equity, Diversity, and Inclusion (JEDI)• Hospital Preparedness Program (HPP) Healthcare Emergency Readiness Coalition (HERC) Advisory Group Initiatives<ul style="list-style-type: none">○ Wisconsin DHS receives federal funding for the HPP program from the Assistant Secretary for Preparedness and Response (ASPR). A portion of this funding supports 7 subrecipient health care coalitions, which conduct deliverables that focus on advancing 4 key capabilities of health care preparedness.○ HPP also has an advisory group, referred to as the HERC Advisory Group (AG).○ This group as the PHEP advisory entity should align efforts with the HERC AG as the HPP advisory entity to maximize resources and impact.• Healthcare Associated Infection Workgroup Initiatives<ul style="list-style-type: none">○ Both HPP and PHEP programs emphasize the importance of maintaining awareness of Healthcare Associated Infection (HAI) activities in the state.○ Wisconsin HAI work group meets on a quarterly basis.○ Brian discussed intent to HAI work group updates as a standing agenda item on PHEP Advisory Committee and HERC AG meetings.○ Melissa Ellis asked if the HAI workgroup is the group that has made some diseases reportable to local health departments under the communicable disease section.
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Wisconsin Division of Public Health

	<ul style="list-style-type: none">iv. PHEP Plan workgroupv. Modified Operational Readiness Review reporting requirementsvi. PHEP 2023-2024 Grant Application <ul style="list-style-type: none">3. Discuss opportunities for embedding equity4. Items for referral to Public Health Council, as necessary5. Other items for discussion		<ul style="list-style-type: none">○ Brian Kaczmariski confirmed that yes, this group works in alignment with communicable disease section to make emerging diseases reportable.● Other relevant initiatives<ul style="list-style-type: none">○ Doug Hill was identified as state grantee four years ago to support WI DHS in developing guidance on Crisis Standards of Care (CSC), which is required by ASPR. Crisis Standards of Care would be implemented in the event of health care surge. Doug expressed interest in engaging with members of this group to gather additional input as he continues CSC work.○ Health Equity Strategists have been identified for each office and bureau within the WI Division of Public Health. The goal of these positions is to provide sufficient capacity and staff to effectively coordinate and embed health equity work across the division. In addition, the Health Equity Advisory Team (HEAT) reports to Office of Health Equity (OHE) at the DHS Secretary's Office.○ Lisa Sobczyk discussed recent work of the Governor's Committee for People with Disabilities (GCPD). During the COVID-19 pandemic, the GCPD received increased reports of individuals not being provided ADA accommodations. GCPD conducted a statewide survey and published a video docuseries on this issue. Lisa recommended that these findings be included in state COVID-19 after action review processes. Lisa identified a need for statewide education and training on providing accommodations to individuals with disabilities during an emergency and information on issuing mandates, which was a strategy implemented in other states.○ Brian Kaczmariski suggested that the PHEP Advisory Committee potentially work with DHS Office of Legal Council on this issue. <p>Review and approve PHEP Advisory Committee Charter</p> <ul style="list-style-type: none">● Brian Kaczmariski provided an overview of the current charter, which was provided to members for review in advance of the meeting.● Dave Nelson motioned to approve the charter as currently written.● Brenda Lutz-Hanson seconded.
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Wisconsin Division of Public Health

			<ul style="list-style-type: none">• The charter was unanimously approved. <p>PHEP Discussion, Brian Kaczmariski</p> <ul style="list-style-type: none">• These meetings will follow scheduled Public Health Council meetings. Six meetings are planned per year.• Brian Kaczmariski discussed the importance of having a mechanism for standing up ad hoc subcommittees of this group to address emerging issues. These subcommittees would involve subject matter experts based on emergent needs.• Melissa Ellis asked if it is suggested that PHEP Advisory Committee members attend Public Health Council meetings as well so that they know what their asks of this group are.• Brian Kaczmariski answered that the Public Health Council is appointed, but that there is membership that overlaps with this group to ensure coordination.• Hannah Sorensen noted that if the group wants to include opportunity for public comment on any items in the future, it needs to be noted in advance in the agenda. Members can reach out to Brian or Hannah with suggested agenda items and Brian and/or Hannah will also solicit suggested agenda items for future meetings. <p>PHEP 2022-2023 Deliverables, Hannah Sorensen</p> <ul style="list-style-type: none">• CDC and ASPR identify several “joint PHEP-HPP activities” in their respective notice of funding opportunities. One is to establish and maintain an advisory committee of senior officials from governmental and nongovernmental organizations to help integrate preparedness efforts. CDC provides a list of suggested representatives from various disciplines, which informed proposed membership of this group.• As part of the PHEP Cooperative Agreement Notice of Funding Opportunity, the Wisconsin will conduct a jurisdictional risk assessment once every 5 years. In health emergency preparedness, this is sometimes also referred to as a Hazard Vulnerability Assessment. Hazard Vulnerability Assessments are conducted across the state by various organizations on different timelines. Most local and regional
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Wisconsin Division of Public Health

			<p>entities conduct these annually. A state risk assessment is due during the current budget period (7/1/22 – 6/30/23).</p> <ul style="list-style-type: none">• The state PHEP program plans to conduct a review and update of local and Tribal PHEP funding calculations to update numbers with latest available Census data and review and update of demographic metrics included in the calculation.• OPEHC is convening interested local and Tribal public health emergency preparedness staff to serve on a workgroup to update existing resources to support maintenance of capability based local PHEP plans and alignment of these plans across the state. The first meeting of this workgroup is Thursday 9/22.• Beginning last fiscal year, CDC began expanding the evaluation process for the PHEP program, the Operational Readiness Review (ORR), from a focus on medical countermeasures to a focus on all 15 CDC public health emergency preparedness and response capabilities. The ORR guidance reads similarly to accreditation documents, with specific elements that the state PHEP program must verify with documentation. This year, the state PHEP program will complete a modified ORR, with about 50 of 200 total elements being required by CDC.• The federal PHEP cooperative agreement annual application is typically released between January and March. The state PHEP program is required to submit an annual capability-based budget and work plan, which includes local and Tribal PHEP activities. There may be opportunities for this group to provide input on application materials. <p>Discuss opportunities for embedding equity, Sophie Lee</p> <ul style="list-style-type: none">• What projects can this group work on to advance equity or address disparities in PHEP?• It is important to think about partnerships and who we are missing at the table. We want communities to be at the table and directly involved in our processes.• Brian Kaczmariski asked members about any existing PHEP equity initiatives that representatives are involved in.• Hmongshee Khang discussed how H2N addressed issues to accessing COVID-19 vaccine appointments among immigrant communities in Central WI.
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Wisconsin Division of Public Health

			<ul style="list-style-type: none">• Corey Straubhaar discussed community EMS efforts amongst 911 and EMS agencies to address social determinants of health. This is a significant need, especially in rural communities.• Olga Meza discussed the importance of diversity and equity in public health hiring processes and hiring public health staff with racial, cultural, and linguistic backgrounds that match those of the communities they are serving. There is a need for sustained funding to support permanent positions in all local health departments for staff to do bilingual public health work. Current staffing is insufficient and puts an inequitable burden on existing bilingual staff.• Brian Kaczmariski will share discussion regarding existing PHEP equity efforts and concerns with the Public Health Council.
11:25AM	Wrap-up and Adjourn	Brian Kaczmariski, <i>Chair</i>	Hannah will send meeting minutes and meeting schedule to members. Hannah will send ethical principles of public health practice document to members per Brian's request. <ul style="list-style-type: none">• Link: Principles of the Ethical Practice of Public Health.pdf (cdc.gov)
11:30AM	Next Meeting: TBD		

Notes: The Department of Health Services is an equal opportunity employer and service provider. If you need accommodations because of a disability or need an interpreter or translator, or if you need this material in another language or in an alternate format, you may request assistance to participate by contacting Hannah Sorensen at 608-772-6829 or hannah.sorensen@dhs.wisconsin.gov. You must make your request at least 7 days before the activity.