

BP4

# Eastern Regional Healthcare Executive Committee Minutes

November 9, 2022



**Eastern Regional Healthcare Coalition Executive Committee Meeting  
November 9, 2022 @ 1000 – 1200; Glendive Medical Center and via zoom**

## Documents and materials provided for the meeting:

November Agenda August 9, 2022  
PowerPoint Presentation, November 9, 2022  
Meeting Minutes, August 9, 2022  
Budget to Date  
ERHCC 2022-2023 Budget  
ERHCC Pediatric Annex  
ERHCC Preparedness & Response Plan  
ERHCC HID Response Plan  
Redundant Communication AAR/IP (10/22)  
Coalition Poster

## Call to Order

**Vice-Chairman Clay Lammers called the meeting to order**

### Roll Call and Introductions

**Members Present:**

- **Clay Lammers, Vice-Chair/Garfield County EMS/Sheriff**
- **Todd Opp, Glendive Medical Center/EMS**
- **Bridget Norby, Daniels Memorial Hospital/EMS**
- **Dennis Four Bear, Fort Peck Tribal Health Department**
- **Julie Brodhead, Richland County PH**
- **Cory Cheguis, Custer County Emergency Management**
- **Courtney Batey, Rosebud Health Care Center**
- **Dirk Monson, Frances Mahon Deaconess Hospital**
- Casey Driscoll, MHA Southern Region HealthCare Coalition
- Kitty Songer, MHA Central Region Healthcare Coalition
- Kyrsten Brinkley, MHA Western Region HealthCare Coalition
- Robbie Kavon, MHA Eastern Region HealthCare Coalition
- Cindee McKee, MHA MT Health Research & Education Foundation
- Don McGiboney, MT DPHHS HPP
- Kevin O'Loughlin, MT DPHHS PHEP
- Anne Miller, Eastern MT DES DFO

**Guests Present:**

- Michelle Barness, Roosevelt County Public Health
- Elizabeth Barth, Dahl Memorial Healthcare Association
- Candy Huseby, McCone County Health Center
- Cindia Ellis, One Health/Custer County Public Health
- Rhei Tharp
- Noni Gibbs, Sheridan Memorial Hospital Association
- Jeff Holland, SCL Health Miles City
- Kahli Ellis, One Health/Custer County Public Health
- Amanda Sagar, Roosevelt Memorial Hospital
- Elizabeth Barth, Dahl Memorial Healthcare Association
- Robin Johnson, Valley County Public Health
- Laureen Murphree, Dawson County
- Jill Domecks, Glendive Medical Center
- Teilor Fishell, Daniels County Public Health
- Danielle Seitz, Sidney Health Center
- Jeanne Maciag, Rosebud Health Care Center
- Karina Dale, Wibaux County Public Health
- Sue Ann Good, McCone Public Health
- Valerie Meiers, Dawson County Public Health
- Suzann Radke, Sidney Health Center

#### **Members Not Present:**

- Peter Leyva, Chair, Prairie Community Hospital
- Deborah French, Rosebud Healthcare Center
- Heidi Visocan, Sheridan County EMS/LE
- Lois Leibrand, Daniels County Public Health
- Colin Tobin, MT DPHHS PHEP HPP
- Gary Zimmerman, MT DPHHS PHEP
- Jeff Gates, MT DES

## Approval of New Committee Members

- Cory Chegius
  - Courtney Batey
  - Dirk Monson
- Above forenamed were approved as executive committee members without contest.

## Old Business

- **Meeting Minutes, August 9, 2022**
- Clay asked if everyone had a chance to review the August 9 minutes. No concerns were noted.

- Motion to approve received, seconded and approved unanimously
- **Amateur Radio Project**
  - Kevin reported that after reviewing the equipment and software needed to finish this project, it was no longer feasible. This would be a quarter million-dollar project that we don't have funding for. DPHHS will be sending all the equipment to the state surplus and get it sold. He is unsure if the money will need to be returned or not. DPHHS will reach out to all HAM Radio operators, so they can get the equipment at a reduced rate. Julie asked if hospitals could buy from the surplus; Kevin stated that anybody can purchase things from the surplus. It is open to everybody. There were no more questions.
- **2022-2023 Budget to Date**
  - **Trainings and Exercises**
    - Robbie Kavon reviewed the 2022-2023 budget to date
    - Robbie reviewed the trainings and meetings that the coalition had set as goals for the year, and approved the funding for.
    - Casey reported that she is having trouble getting training centers to return her calls to schedule classes. Robbie reported that if we can't schedule trainings, we will need to find alternate ways to spend the money.
    - Cindee reported that we are hopeful to schedule one or two ABLS classes. Training costs were \$10,500.00 per class.
    - Cindee - National Healthcare Coalition Conference is in Anaheim, California this year. Clay and Courtney have voiced an interest in attending. We have funding for at least one more member to attend.
  - **HCC Website:**
    - Robbie reviewed the HCC Website. Jason Mahoney maintains it for us.
      - Executive Committee officers are listed
      - Meeting minutes, plans, and annexes
      - Don reported on the EFS-8 committee at the state level, rationale for reconstructing committee members with purpose. This committee would advise executive committee members with plans, projects, and training.
      - Upcoming Events – calendar events are listed
      - Resources – several resources and the HCC Newsletter is listed here
      - No exercises are listed. We would love to post your training exercises
      - Covid Resources are also listed.
      - Dennis asked if there was any monkeypox information posted? Robbie will email Jason regarding this.
  - **Juvaré:**
    - Kyrsten reviewed the Juvaré platform that we support.
      - EMResource – Kyrsten reviewed the landing page, the required HHS Data, Meeting notices. She also reviewed how other agencies or facilities can utilize this platform as well.

- eICS – reviewed open events, Incident Response Guides and how to customize them, library with HICS forms, NIMS Information, resource documents for the coalition, and the HVA. She reviewed how to create an incident, the event log, objectives, sending messages, and maps.
- **NHSN**
  - Casey reported on HHS Data platforms will change from TeleTracking to NHSN on December 15<sup>th</sup>. If you report your data through EMResource, you can continue to report there after December 15. You do need to make sure you enter your NHSN org ID# under the HHS Facility Information. There were some fields that here no longer required, so we have hidden them to help simplify data entry.
- **CORES/HAN**
  - Don reviewed the new HAN platform, which will be utilized for mass notifications. It will hopefully be rolled out this January.
- **SIM-MT**
  - Robbie reviewed the amount available for the SIM-MT project as \$49, 777.21. Depending on meal, snack and venue costs, we could support 9 exercises. Robbie doesn't think that we will need any travel reimbursements.
  - Previously approved one day option, with one-truck option.
  - Kitty reported on this project which three coalitions have approved funding for.
  - On each day, there will be 2 simulations with EMS and Emergency Department Staff in the morning. The exercise would then also expand for the pre-event and the post-event discipline involvement (all are welcome), with focus on public health, long term care and/or assisted living, and emergency management. This will be a tabletop exercise. The day will end with a hot wash.
  - 9 agencies in the eastern region have expressed interest so far. Kitty reported the facilities in the eastern region that have registered.
  - SIM-MT will bring the truck to the area, set up the exercise and facilitate the tabletop in the afternoon.
  - This will be an infectious disease scenario.
- **Bylaws**
  - Robbie brought copies of the bylaws for new executive committee members. This is also posted on the website and via eICS. Robbie will send them out via email as well.

## New Business

- **Flying Carpets**
  - The Western Region had four extra flying carpets that they decided to donate to the eastern region. The kits are for pediatric treatment kits, that are color-coded via measurements using the Broselow tapes.
  - These were purchased due to gaps identified with the pediatric annex.
  - Discussion was held as to how to disperse the four kits.

- Clay asked for a motion.
  - Motion by Cory Chegius as presented that Robbie reach out to smaller hospitals or agencies to see if they are interested in receiving a kit. If more than four facilities or agencies voice an interest, Robbie will draw names.
  - Courtney Batey seconded.
  - Voted in chat box and none opposed. Unanimous approval.
- **ERHCC Preparedness & Response Plan**
  - Updates were reviewed, no major changes made.
    - Motion by Dirk Monson motioned as presented.
    - Cory Chegius seconded.
    - No discussion. Unanimous approval.
- **Pediatric Surge Annex**
  - Updates were reviewed, formatting was updated to match other annexes,
    - Motion by Bridget Norby motioned as presented.
    - Dirk Monson seconded.
    - No discussion. Unanimous approval.
- **Highly Infectious Disease Annex**
  - Updates were reviewed, formatting was updated to match other annexes,
    - Motion by Courtney Batey motioned as presented, with a typo to be corrected.
    - Cory Chegius seconded.
    - No discussion. Unanimous approval.
- **Redundant Communications AAR/IP 10-22/Shakeout**
  - Robbie reviewed the AAR/IP with identified strengths and weaknesses. We will continue to add and update contact list, and try to advertise before the drill to hopefully increase our responses. The next Red Com will be done via the new HAN platform.
  - Julie asked how these annexes and plans are shared. Robbie shared that they are posted on our HCC website and on eICS. Julie asked that maybe DES could be helpful. Ann said she could assist with sharing as well.
- **Coalition Brochure/Posters**
  - Robbie reviewed brochure and poster
  - To be used at conventions
- **Application Program Interface (API)**
  - Casey reported that this interface will pull HHS data from EMResource into NHSN
  - Facility IT would need to help set up the program
  - The Partner Interoperability Guide and Interest Forms links were provided.
  - Since several facilities are affiliated with Billings Clinic, Casey has been trying to reach out to them to see what they are planning to do with this.
- **CAT/Workplan**
  - Robbie showed the CAT and Workplan.
  - These are where the coalition documents grant deliverables and benchmarks
- **Resource/Gap Analysis Tool**

- Robbie gave a brief overview of the Gap Analysis Tool
- Specific to each facility/agency type (hospitals, MES, public health, LTC, outpatient)
- Assessment to identify health care resources and services that are vital for the continuity of health care delivery during and after and emergency
- Provide a common understanding of resources and existing gaps as well as prioritizing activities to close the gaps
- **Hazardous Vulnerability Assessment**
  - Updated in January
  - The more information shared with the coalitions, the more accurate the coalition HVA will be
- **Upcoming Trainings/Exercises**
  - National Healthcare Coalition Conference
  - SIM MT training
  - Medical Response & Surge Exercise
  - Cindee and Don reviewed the deliverable requirements

## Questions

- Todd asked about the HERT training. Cindee said that Casey hasn't been able to get in contract with the national training. We may look at local instructors, if available.

## Closing

### Coordinator Update

- Coordinator Meeting in Havre last week in October
- SIM MT training
- Site Visits
- LEPC Meetings
- Access & Functional Needs – Robbie asked about A & NF committees in the region and what their goals are, etc. Julie reported on the committee in her area. Discussion was held regarding some snow storms that created power outages.
- Facility Emergency Preparedness Committee meetings
- Facility HVA
- Monday.com – Cindee talked about utilizing this platform to help document progress on deliveries

### Roundtable

- Don McGiboney
  - Don is retiring in December. Colin Tobin will be replacing Don and Cindee will be picking up duties as well.
  - Office did Ebola TX
  - Region 8 meeting in Missoula;
  - ASPR site visit – they were very interested in our SIM Mt training and the Monday.com, program.

- Cindee McKee
  - Region 8 meeting – new cooperative agreement out in 2024. Submitting ideas for capabilities for frontier coalitions
  - Working with Mountain Plains Disaster Regional Health Response – trying to figure out how they can support us and provide education. They are out of Denver.
- Anne Miller – will put her contact information in the chat; Robbie will email it to her contacts also.
- Cory Chegius – DES has new website with trainings and exercises

## **Public Comment**

- No public comment.

## **Next Meeting**

- Next meeting to be virtual.
- Tentative date for the next meeting – February 15<sup>th</sup>.

## Adjourn

- Motion to adjourn made by Dennis Four Bear.
  - Seconded by Courtney Batey.
  - Approved unanimously without any further discussion.