Central Regional Healthcare Executive Committee Minutes

Benefis Health System

January 17, 2018

2018

**Central Regional Healthcare Coalition Meeting**

**January 17, 2018 0900-1700**

**Benefis Health System Great Falls**

**Members Present:**

* Don McGiboney, DPHHS HPP
* Cindee McKee, MHA HPP
* Bryan Tavary, DPHHS HPP
* Teresa O’Connell, Benefis Spectrum Medical
* Justin Grohs, GFES
* Cynthia Grub, Pondera Medical Center
* Margaret Souza, MT DPHHS
* Bridget Kallenberger, Hill County Health Department
* Louis D’Antuono, Benefis Health System
* Nick Bradford, Glacier EMS
* Katie Brewer, Cascade Public Health
* Gary Zimmerman, DPHHS PEHP

**Members not present:**

* Deb Gessaman, Choteau County DES
* Jeff Severn, Blackfeet Community Hospital, IHS
* Katie Brewer, Cascade County Health Department
* Will Kussman, St. Peters
* Amy Trujillo, Montana Medical Transport
* Tanya Houston, Cascade City County Health Department

**Approval of Minutes:**

* Motion received, seconded and approved.

**Treasury Report:** *See attached Budget*

* + ***Grants***- $75,000
  + ***Training***-$28,540.00
  + ***Exercises***-$9,000.00
  + ***Travel Reimbursement***-$12,104.14
  + ***Executive Committee Reimbursement*-**$2,312.16
  + ***Regional Coalition Reimbursement****-*$280.06
  + ***Remaining Budget***- $122,051.92
    - Discussion held on possible expenditures, March 30 would be the last day to receive and approve grant applications.
    - Discussion on Intermedix will wait and see what the other coalitions decide. If the other coalitions approve the purchase of this product and the cost is around $20,000, the executive committee will approve the purchase. A motion received, seconded and approved.
    - Treasurer’s report was reviewed, motion received to approve report, seconded and approved.
* **Grant Applications:**
  + Northern Rockies Medical Center
    - Regional Decontamination Training/Equipment
    - Motion received to approve grant, seconded and approved for $10,002.53
  + Northern Montana Healthcare
    - TNCC Emergency Preparedness, Re-Dress Kits, and Decontamination Single Use Pool.
    - Discussion held, will ask some clarifying questions to facility and will re-visit.
* **Old Business:**
  + DPAC Proposal
    - Discussion held in regards to using DPAC for possible training and educational opportunities.
    - A motion received to decline this proposal seconded, and approved.
  + New ESF8 Member Outreach
    - Kyrsten will be working on outreach to new ESF8 members.
  + CMS EP Gap Analysis Tool
    - Reviewed and discussion was held in regards to the tool. Will send this tool out on the LISTSERV.
* **New Business:**
  + Review and discuss Regional HVA, this was completed.
  + Review DRAFT Preparedness Plan
    - Committee will review and will discuss at next meeting
  + Proposal for Executive Committee to increase frequency of meetings
    - Discussion was held and committee agreed that they needed in increase meetings. Will set up a virtual meeting in 6 weeks.
  + CAT Tool:
    - Committee worked and completed the CAT Tool.
* **Educational Opportunities:**
  + Cynthia provided an update on the National Healthcare Coalition Conference in San Diego.
  + Bryan discussed upcoming classes, ABLS, BDLS, and ADLS
  + CHEC Course and Community Resilience Tracts will be offered at Summer Institute in July.
  + HCRL in Anniston will continue to watch for upcoming training.
  + HSEP Course will be offered at MHA’s Fall Convention.
* **Exercises:**
  + HAvBED exercise update was given. Some challenges were noted in that that some participants utilized the old site. Will continue to educate participants on the correct site to use.
  + Discussion held on HICS 251 website.
  + Coalition Surge Test will include 4 Critical Access Facilities with a Long Term Care facility attached. One facility will evacuate and the other 3 will receive patients.
  + Pondera will volunteer to participate and Louis volunteered to be an evaluator.
  + Redundant Communication Drill needs to be completed by June 30. The committee needs to determine what type of communication they would like to test.
  + Ebola Frontline Table Top Exercise will be sent out in March 2018.
  + Volunteer Registry and Volunteer Exercise will be delayed due to the purchase of Intermedix.
  + Multi Year Plan Exercises will continue to develop with the assistance of Gary.
* **Proposed Initiatives/Focus Areas:**
  + Will hold future discussions on what areas the committee would like to focus on, and possibly establish a work group.
* **Roundtable Discussion:**
  + None
* **Public Comment:**
  + None
* **Next Meeting:**
  + May 2 location to be announced.