Southern Regional Healthcare Executive Committee Minutes

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March 10, 2023

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**Southern Regional Healthcare Coalition Executive Committee Meeting**

**March 10, 2023 via Zoom Meeting 1000 - 1200**

# Documents and materials provided for the meeting

SRHCC March 10, 2023 Meeting Agenda  
SRHCC EC Meeting Minutes November 11, 2022  
SRHCC Budget to Date  
Hazard Vulnerability Analysis 2023 Update  
SRHCC 2022-2023 CAT  
Burn AAR/IP – Lloyd  
Burn AAR/IP – Mahoney  
Pediatric Exercise AAR/IP  
Highly Infectious Disease AAR/IP  
June 2022 RedComms AAR/IP  
October 2022 RedComms AAR/IP

# Call to Order

The meeting was called to order at 10:04

# Roll Call

**Members Present:**

* Greg Coleman, Park County DES, CHAIR
* Jason Mahoney, Carbon County Public Health and MT EMSC Pediatric Liaison, CO-CHAIR
* Lauren Brown, RiverStone Health
* Rob Farnum, Pioneer Medical Center
* Birgen Knoff, Bozeman Health
* Paula Small-Plenty, Big Horn Senior Living
* Jude Waerig, MHREF SRHCC Regional Coordinator
* Casey Driscoll, MHREF Regional Health Care Coalition Specialist
* Kitty Songer, MHREF CRHCC Regional Coordinator
* Kyrsten Brinkley, MHREF WRHCC Regional Coordinator
* Robbie Kavon, MHREF ERHCC Regional Coordinator
* Cindee McKee, MHREF HCC Director
* Colin Tobin, DPHHS PHEP and HPP Grant Manager

**Non-Voting Members Present:**

* Jennifer Staton, St. Vincent Healthcare
* Emilie Sayler, Madison County Public Health
* Alyssa Pitsch, Big Horn County Public Health

**Guests Present:**

* Cindy Birdwell, Central Montana Medical Center
* Erin Cross, Carbon County Public Health
* Kelsey Roebling, Big Horn County Public Health
* David Stamey, Stillwater County DES

# Old Business

**Review & Approve Minutes**

November 11, 2022 meeting minutes were reviewed. No comments were made.

* Rob Farnum moved to approve the minutes
* Seconded by Jason Mahoney
* Approved unanimously

**2022-2023 Budget Update**

Casey provided an update of the status of the budget. There is $66,694.29 remaining in the FY2022 Budget and Carryover funds. Options for using the unspent funds included offering two Advanced Burn Life Support courses, providing First Receiver Dry Decon Training and Active Violence Emergency Response Training (AVERT).

* Rob Farnum moved to proceed with the trainings as presented
* Seconded by Lauren Brown
* Approved Unanimously

# New Business

**Review & Approve Coalition Hazard Vulnerability Analysis (HVA)**

Casey sent the draft HVA to the Committee for review prior to the meeting. Feedback from the group prior to the meeting was to include flooding. The group discussed the Flood, Internal Flood, External Flood, Cybersecurity and Infectious Disease Outbreak categories. The group decided to make the following changes to the HVA

* Flood marked as NA because internal and external flood are separate categories
* Internal Flood moved up in rank
* Preparedness for Infectious disease outbreak changed to medium
* Jason Mahoney moved to approve the HVA with changes as discussed
* Seconded by Birgen Knoff
* Approved unanimously

**Review Coalition Assessment Tool (CAT) and Work Plan**

Casey sent the CAT and Work Plan to the committee for review prior to the meeting. Greg commented on Capability 2, Objective 1, Activity 1 related to facility EOPs and suggested that methods should be devised to collect and share plans amongst the Coalition members. Casey explained that the Coalition Coordinators are talking with facilities about EOPs during site visits and asking if they are willing to share them and they are shared when requested. The Coordinators also have a CMS Compliance Toolkit for an EOP to assist facilities in their development. Greg commented that it would be helpful for Coalition members to know that they can request those resources from the Coordinators.

Capability 2, Objective 3, Activity 2 HCC integrates its Incident Action Plan into the jurisdiction’s IAP: Greg commented that as he interpreted it, it was helping members create an IAP during an emergency. The comments included were related to the DPHHS IMT not being active. Greg stated that during the flooding, they needed assistance with their IAP and planning section assistance. There are other state resources that could be utilized for planning assistance. Casey commented that the guidance for this measure states that the HCC should develop an IAP based on its individual HCC members’ plans and the HCC’s IAP should be integrated into the jurisdiction’s IAP via the ESF-8 lead agency. There is a lack of clarity on the intent of this measure as to whether it is assisting with IAP at the member level or focused on the Coalition level. Work will be done to clarify the capability and capacity of the coalition at this time for the HCC’s response role during an emergency or planned event.

**Review Draft Radiation Annex**

This document was sent to the committee for review. This document does not take into account any of the learnings from the Radiation Surge Tabletop Exercises that were conducted in January and February. Final approval of the Radiation Annex is needed by June 30, 2023. No discussion.

**Review AAR/IPs**

Casey provided the AAR/IPs for the following Exercises:

* Burn Surge Exercise
* Pediatric Surge Exercise
* Highly Infectious Disease Annex
* March 2022 RedComm Exercise
* October 2022 RedComm Exercise

These documents are reviewed by the HPP team quarterly and updates provided. Greg commented on the Burn Surge AAR/IP on the item related to patient tracking. He commented that Fire and EMS are important partners that should be utilized in this process.

**MRSE Recap**

Casey provided an overview of the Medical Response and Surge Exercise (MRSE) that took place on February 22nd.

# Closing

**Coordinator Update**

Casey Driscoll provided an update to the group on the Coordinator activities completed since the previous meeting. Activities included:

* Attended National Health Care Coalition Conference
* Completed draft Radiation Annex
* Attended MRSE and Radiation Tabletop Exercises
* Attended SIM Trainings
* Secured CHEC workshops, finalizing ICS workshops for Regional Meetings and ABLS courses
* Testing for Resource Gap Analysis
* Continue follow-up with facilities for EMResource API
* Outreach for Compassion Fatigue workshops for facilities

**Upcoming Training & Education**

* SIM-MT Exercises
  + Columbus, Ennis
* PHEP/HCC Regional Meetings
  + May 15 (HCC) and May 16 (PHEP) in Billings
* CHEC Course
  + June 13 – 15, Sleep Inn and Suites, Miles City

**Roundtable & Public Comment**

* Kyrsten – Western Region recently completed an in-person all membership meeting. This meeting included presentations on the mental health work being done in Beaverhead County, the joint exercise conducted by Rocky Mountain Lab, Bitterroot Health and Providence St. Patrick Hospital, and learnings from the National Healthcare Coalition Conference from Brett Lloyd and Nick Holloway. Will be hosting ABLS, CHEC, and AVERT Training.
* Kitty – the Central Executive Committee met recently. They are working to secure training through a subcommittee. Attended the St. Peter’s flood exercise recently.
* Robbie – looking forward to the CHEC and ABLS Courses. She has been attending LEPC meetings throughout the region in which many communities are review their Threat Analysis which is good situational awareness. The Eastern Region Executive Committee also met recently.
* Cindee – The HPP team has been very busy as shown by the report outs. She is happy to report that almost all of the deliverables for the year have been completed. The team will be meeting in April to finalize the deliverables. The MRSE and Radiation Tabletop Exercises were fabulous. The HPP program through MHREF and MHA was audited, and the audit came back with zero findings. She will be attending the Preparedness Summit at the end of April.
* Colin – working on getting the HPP continuation grant submitted for the next budget period. He is impressed with the amount of work accomplished across all of the Coalitions this year.
* Greg – still fully engaged in flood recovery and mitigation. One of the primary concerns is mitigating another evacuation of the hospital, trying to leverage mitigation funding to pay for studies to look at how the river has changed and what new risks that may have emerged. Another focus is mental health support, a Crisis Counseling grant through FEMA is coming online. Health department is also ramping up the Public Health side of behavioral health through a Communities that Care program, which focuses on youth prevention and promotion and standing up a Crisis Response Team.
* Lauren – The Yellowstone County LEPC is working on updating engagement through community partner share-outs during the LEPC meetings. Purchased an accountability tracking system which will be housed within DES that will be utilized during incidents. Recently conducted a tabletop exercise on securing the medical corridor. Airport full-scale exercise happening in May. Reviewing county disaster plans.
* Rob – no update
* Birgen – Big Sky Medical Center is looking to get trauma designation in June so they are looking at updating a number elements to meet the requirements including HazMat compliance and training a HERT team. A lot of transition happening at the executive level, emergency management has been impacted. Updating infection prevention plans and standards for the facility. Have had some injury prevention expansion and have opened psychiatric emergency services outpatient services through the ED for behavioral health patients.
* Jason – will defer to Erin Cross for Carbon County Public Health report.
* Paula – planning the compassion fatigue workshop and will be scheduling the HID SIM training. Hoping to have some tabletop exercises around the mass casualty incident that occurred last year.
* Jen Staton – starting to plan for the airshow that will occur in August which coincides with the fair so they are anticipating a population surge during that time. St. Vincent is conducting an MCI tabletop exercise in preparation of the airport exercise. St. Vincent is planning to build a replacement hospital in the next 5 or so years. Looking to hire an emergency manager to focus on the medical group for outlying clinics. Training to reestablish decon services with a focus on self care and gross decon. The Yellowstone County LEPC Annual Conference will take place October 19 in Billings.
* Erin Cross – have been busy at the Health Department. Building a mobile crisis intervention team for the county and working to build the LEC and crisis coalition out and combining them into one. Have been working on the school health program and trying to integrate that into the 7 schools within the county. Working with DES on county disaster plans. Quite a bit of training and meeting with communities that were impacted by the flooding and doing tabletop exercises with them to try to mitigate some of the impacts of future floods. Trying to build some mental health support system for flood victims. Rebuild relationships with local clinics and hospitals and build out networking needed to work together.
* Alyssa Pitsch - working on FY 22-23 PHEP deliverables in updating annexes to BHCPH EOP. I am also going through the EOP to update old information that is no longer valid. I have attended ICS300 course in Cascade County, Table top exercise w/ Paula(BHHA EP) Brian (BHC-DES) put on by your committee.
* David Stamey – working through flooding recovery. Requested and approved through Homeland Security to do a tabletop exercise focused on civil unrest and active shooter. This exercise will include federal, local, regional and community partners.
* Emilie Sayler – PHEP focus on updating pandemic flu and communicable disease response plans. Part of the multi-county PHEP (MCPHEP) group which is planning a tabletop exercise on volunteer management. Madison County LEPC has an exercise planned for May focused on a school shooting. Madison and Beaverhead counties are coordinating a CISM team which had the inaugural meeting this week.

**Next Meeting**

A poll will be sent out to determine the date.

**Adjourn**

* Motion to adjourn made by Rob Farnum
* Seconded by Birgen Knoff
* Approved unanimously