Southern Regional Healthcare Executive Committee Minutes

February 20, 2020

2020

**Southern Regional Healthcare Coalition Executive Committee Meeting**

**February, 2020 9:00 a.m. 12:00 p.m.**

**Roll Call**

**Members Present:**

* Jason Mahoney
* Jen Staton
* Birgen Knoff
* Charlie Hanson
* Bill Hodges
* Sue Woods
* Rob Farnum
* Greg Coleman
* Scott Rainey
* Nathan Moyer
* Don McGiboney
* Cindee McKee
* Kyrsten Brinkley
* Kevin O’Loughlin
* Kitty Songer

**Members on the phone:**

* Greg Simon
* Steve Schmid
* Jillian Acosta

**Members not present:**

**Approval of Minutes:**

* Minutes reviewed
* Motion made by Bill to approve minutes, seconded by Jen and approved unanimously as written

**Treasury Report:**

* Motion made by Jen to approve the budget, seconded by Jason, approved unanimously.

**Review of Executive Committee Members and General Membership:**

* Discussion held in regards to the Secretary position, and per the bylaws, it states that this position will be held by MHA.
* Charlie rescinded his position.

**Review and Approval of Preparedness Plan:**

* Plan reviewed and received a few changes received. Motion was received Sue to approve the plan with corrections, Bill seconded, approved unanimously.

**Grant Applications:**

* None at this time.

**Old Business:**

* Ham Radio Update:
	+ Greg Simon provided an update on the progress being made.
	+ Possibly hold a discussion at the January Summit.
	+ Look into the possibility of inviting HAM Radio Operators to our meetings.
	+ Lewis and Clark Co DES has several mobile radios available. Contact Brett Lloyd in Lewis- and Clark Co if interested
* Southern Coalition Name Change:
	+ Discussion held in regards to changing the coalition name.
	+ Motion received from Jason to keep the name the same “Southern Region Healthcare Coalition, seconded by Jen, unanimously approved.
* Review of additional membership to the coalition:
	+ Review of additional membership that HPP is encouraging to be additional representation on the coalition.
	+ Will reach out to Kreiser’s as “Medical Supply Chain Organization”.
* Healthcare Coalition Response Leadership Course (HCRL)
	+ Discussion held in regards to the availability of Executive Members being able to attend this course.
	+ Kyrsten discussed the responses that she received in regards to individuals being able to attend. She will send out an email again with the available dates for the coalition to attend. Will review at the next meeting.
* Travel Reimbursement Scholarships:
	+ Discussion held, motion received from Charlie to keep reimbursements the same as before, seconded by Jason and approved unanimously.
* HAvBED switch to Juvare:
	+ Discussion held in regards to the upcoming HAvBED exercise. Will have a soft roll out to facilities, than work with them on an individual basis during and after the exercise.
	+ Coordinators will work with facilities to encourage them to utilize Juvare.

**New Business:**

* Essential Elements of Information and HCC Surge Estimator Tool:
	+ Don gave an update on completion on EEI, and discussed the HCC Surge Estimator Tool.
	+ Will incorporate the ASPR EEI with some HICSForm 251 data paints and put this information into the facility’s view in EMResource
* Readiness and Response Coordinators Responsibilities 2019-2020
	+ Cindee gave an update given to committee on the coordinators responsibilities as we move through the year.
	+ No changes were noted from the committee.
* Healthcare Coalitions moving forward:
	+ Cindee discussed with the group ideas for the coalition to provide to their members in the upcoming year.
	+ No changes noted from the committee.
* Exercise Opportunities:
	+ MCM (Medical Counter Measure) Statewide Full Scale Exercise:
		- October 2019
		- Update given by PHEP partners during the meeting.
	+ Coalition Surge Test 2020:
		- Invite all hospitals that participated before
		- Add in a PEDS component to test the DRAFT PEDS Annex.
		- CST needs to be completed by March 2020.
* Training Opportunities:
	+ Basic Disaster Life Support:
		- January 14th, 16th, 21st, and 23rd
		- February 3rd, 5th, 10th and 12th.
		- Registration will be open soon.
	+ Advanced Disaster Life Support:
		- April 1th and 18th, 2020
		- Training will be held at Fairmont
		- Possibility of adding a PEDS surge component.
* Advanced Burn Life Support:
	+ Discussed utilizing the on-line course.
	+ Kyrsten and Rob will look into another course that may be available, and will update the committee when we receive the information.
* Future Business:
	+ Review PEDS DRAFT Annex: Due April 1, 2020
	+ Review EMS Response Plan: Due April 1, 2020
	+ Review Supply Chain Plan- Due April 1, 2020
	+ Response Plan: HOLD at this time
* Future Meetings:
	+ January 2020 Healthcare Coalition Summit:
		- Presentation by Dr Hick in regards to Crisis Standard of Care
		- Update coalition HVA
		- Update Coalition Assessment Tool
	+ February 202 EC Meeting
		- Call in
		- Finalize Work Plan
		- Finalize and approve plans that need to be submitted by April 1, 2020
		- Establish budget for 2020-2021
	+ May Regional Meetings,
		- May 11, 2020 in Billings
		- Full day of Regional Meeting

**Roundtable Discussion:**

* None

**Public Comment:**

* None

**Next meeting:**

* January Coalition Summit. Date to be determined.

**Adjourn:**

* Motion received from Jason to adjourn, Charlie seconded, approved.