Southern Regional Healthcare Executive Committee Minutes

March 8, 2019

2019

**Southern Regional Healthcare Coalition Executive Committee Meeting**

**March 8, 2019 Billings, 0900-1600**

**Roll Call**

**Members Present:**

* Jason Mahoney
* Jen Staton
* Birgen Knoff
* Charlie Hanson
* Dave Nordel
* Bill Hodges
* Sue Woods
* Rob Farnum
* Don McGiboney
* Cindee McKee
* Kyrsten Brinkley
* Bryan Tavary

**Members not present:**

* Greg Coleman
* Steve Habener
* Stephen Schmid

**Approval of Minutes:**

* Minutes reviewed
* Motion made to approve minutes, seconded and approved unanimously

**Treasury Report:**

* Budget reviewed; Approximately 22K remains
* A more accurate count will be available in May
* Motion mad to approve budget, seconded and approved unanimously

**Grant Applications:**

* St. Vincent Healthcare Communication Grant
  + Approved by EC using remaining funds available in May

**Old Business:**

* Review of Executive Committee Members and General Membership
  + Voted to remove Steve Habener from EC
  + Will need to work on recruitment, reaching out to specific individuals
* Ham Radio
  + Sub-Committee:
    - Jason Mahoney
    - Greg Simon
    - Deb Gessaman
    - Jen Phillips
    - Russ Lawrence
  + Sub-committee will put out a new, more detailed survey
* Coalition Assessment Tool (CAT) Review
  + Don has updated in the interest of time
  + Will review at a future meeting
* Healthcare Coalition Response Leader (HCRL) Course Update
  + Attendees: Greg Coleman
  + Extremely positive review and returned with coalition goals
  + “What is our purpose?” What is the RHCC’s purpose.
  + Dr. Hunt state HCCs are response organizations
* Coalition Surge Test (CST)
  + Southern CST occurring April 18
    - Wheatland Memorial – evacuating
    - Pioneer Medical – surge
    - Central Montana Medical – surge
    - Roundup Medical – surge
* Trauma Trailers
  + Trailers voted on and approved to acquire
  + Sub-Committee needed
  + A trailer will be brought to ADLS in Billings, April 10-11

**New Business:**

* Hazard Vulnerability Analysis (HVA) through Juvare
  + Cindee and Jason will do later
* New Funding Opportunity Announcement (FOA) Discussion
  + New partners needed (i.e. Blood Bank)
  + Co-Lead hospital
  + Clinical advisor
    - Can be met by clinical RN currently on Executive Committee (e.g. Birgen)
  + Coalition Coordinator
    - Will be a Montana Hospital Association (MHA) employee
    - Hiring process to begin in May for July 1st start date
* Juvare Training Update
  + Kyrsten has been to numerous facilities on a weekly basis, training EMResource and eICS
  + Rob Farnum is a Juvare Champion
  + Need to determine what information HCCs want on EMResource – at July Summit
* Coalition Funded Trainings for Next Year
  + Will discuss further during July Summit
* Healthcare Coalition Travel Policy
  + Will discuss in May
* Advisory Council
  + Meeting scheduled for April 3
* Executive Committee Orientation Packet
  + New information introduced by Cindee to be distributed to new members
* Online Translation License (Coalition Wide)
  + Will discuss in July during Summit
* Emergency Preparedness & Response Framework
  + Will send out to Executive Committee and need to work with DES for revision

**Education Opportunities:**

* Advanced Disaster Life Support (ADLS)- April 10 & 11, Billings
* Certified Hospital Emergency Coordinator (CHEC)- Course June 10-12, Great Falls
* Advanced Burn Life Support (ABLS)- May 1, Livingston (FULL)
* Public Health Summer Institute- July 15-19, Missoula
* Health Sector Emergency Preparedness (HSEP) Course- July 17, Missoula
* Texas A&M Engineering Extension Services (TEEX) Active Shooter Exercise- June 25, Great Falls

**Future Business:**

* Review Budget for Upcoming Year
* Review Executive Committee
  + Vote on Secretary and Treasurer

**Roundtable Discussion:**

* Northern Rockies Medical Center had a good full-scale exercise

**Public Comment:**

* None

**Next Meeting:**

* May 13, Miles City