Southern Regional Healthcare Executive Committee Minutes

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September 8, 2020

2020

**Southern Regional Healthcare Coalition Executive Committee Meeting**

**September 8, 2020 via Zoom Meeting 1000-1400**

# Call to Order

Co-Chairman Birgen Knoff called the meeting to order at 1005.

**Roll Call**

**Members Present:**

* **Kyrsten Brinkley, MHA**
* **Greg Coleman, Park County**
* **Casey Driscoll, MHA**
* **Charlie Hanson, MT DES**
* **Bill Hodges, Big Horn Hospital**
* **Birgen Knoff, Bozeman Health**
* **Jason Mahoney, AMR/EMSC**
* **Don McGiboney, MT DPHHS**
* **Cindee McKee, MHA**
* **Kevin O’Loughlin, MT DPHHS**
* **Scott Rainey, Vitalant**
* **Kitty Songer, MHA**
* **Sue Woods, CMHD**

**Guests Present:**

* **None**

**Members Not Present:**

* **Jennifer Staton, RiverStone Health**
* **Stephen Schmid, Life Flight Network**
* **Jillian Acosta, Madison Valley Medical Center**
* **Rob Farnum, Pioneer Medical Center**

# Old Business

**Review & Approve June 2020 Minutes**

Clarification was provided that the MHA Healthcare Conference has moved to a virtual format and will take place the week of October 5th.

**Approval Minutes:**

* Motion to approve minutes made by Charlie
* Seconded by Jason
* All in favor

**Review Budget**

Cindee reviewed the budget presented to the Committee. Cindee noted that there are funds budgeted in trainings and travel that have not been used and the Committee may want to consider implementing HPP grants or finding a regional project.

The group discussed the possibility of utilizing the funds for providing HAM radios to facilities throughout the region. This would allow all facilities in the region to communicate during disasters. There are a number of local groups throughout the region that may be able to provide input. Greg, Jason, Scott and Charlie are interested in continuing the discussion to determine feasibility.

* Motion made to add Southern Coalition Regional Project line item in the budget made by Charlie
* Seconded by Birgen
* All in favor

Don presented the overall HPP Budget for the current fiscal year. This is required to be shared with coalition Executive Committees. No questions or discussion took place.

The group reviewed the Executive Committee Membership. Casey noted that meeting participation will be tracked to be in line with the bylaws.

**PEDs Tabletop Exercises**

The Pediatric Tabletop exercise is a deliverable for each region. The registration link was provided to facilities and four dates will be chosen with up to four facilities participating in each exercise.

# New Business

**Review and Approve Preparedness and Response Plan**

Prior to the meeting the Committee was provided the Preparedness and Response Plan to review. The following recommended changes were made:

* Page 11, add that emergency managers will request assistance through mutual aid contacts with neighbor healthcare facilities before contacting the State.
* Page 35, add Amateur Radio under Tertiary Communications
* Motion made by Charlie to approve the Preparedness and Response plan with noted changes
* Motion Seconded by Jason
* All in favor

**Review and Approve Draft HID Annex**

The Committee was provided the Draft Highly Infectious Disease (HID) Annex. No approval is needed on this Annex at this time as it is still in draft form. Cindee informed the group that she is hopeful that an After Action Report (AAR) on current processes will be completed in order to identify areas of the plan that can be improved.

**Review and Approve PEDs Annex**

The group received the Pediatric Surge Annex prior to the meeting to review. Jason Mahoney assisted in the development of this Annex. The final, Coalition approved, Annex must be uploaded into the CAT by September 30, 2020. The group discussed some missing information in the Appendices. Jason volunteered to find many of the missing resources to be included prior to the final submission. The group also discussed the language in the Annex regarding transfer agreements and agreed that these agreements are generally facility to facility and not at the coalition level.

* Motion made to approve the PEDs Annex with added resources by Charlie
* Second by Jason
* All in favor

**COVID Mini-Grants**

Each coalition will receive approximately $117,000 to distribute to healthcare entities throughout the region. There is a cap of $3500 per grant application. The group discussed the grant application wording presented to the Coalition with suggestions of small edits. Cindee, Don and the Coalition Coordinators will do an initial review of the applications and will bring recommendations forward to the Executive Committee in January

* Motion made by Bill to move forward with the COVID mini-grant applications.
* Seconded by Jason
* All in favor

**PPE Cache Guidance**

Cindee provided an overview of the PPE Cache Guidance that had been recently distributed. This information was regarding the MT DES Pre-Deployed caches, not the HCC nor HPP funded caches. For questions regarding the cache, Sean Becker at MHA is the primary contact.

**New COVID Module in EMResource**

The Committee was provided an overview of the new COVID Module in EMResource. This module allows for a single entry point for all HHS required COVID data and the data will be pushed to HHS TeleTracking on a daily basis. The new module goes live September 8, 2020.

**Trainings**

The upcoming trainings and education events were presented to the Committee.

* September 22-23: MRT-433 Isolation & Quarantine
* September 28 – October 14 (4 dates TBD): Pediatric Tabletop Exercises
* October 5 – 10: MHA Virtual Healthcare Conference
* October 15: State Shake-Out

Casey Driscoll provided an update and status on current projects.

# Closing

**Roundtable**

Greg - Asked if there had been any discussion of vaccinations. He indicated that their POD plan is not up to COVID standard at this point. Birgen noted that they have been reaching out to other entities that may need assistance. Kevin informed the group that he has been working with the immunization group and working on the state plan with local health departments to meet the PHEP requirement for PODs for exercises. He said that the immunization will probably be going through normal distribution channels and that the vaccine may be available as early as next month.

Jason – There is a vacancy within his office. Volunteer requests have been going out and his office has been pushing out PPE and testing supplies.

Bill – facility has been working on surge plans with Billings and Crow.

Charlie – no report.

Jason – He is the complaint investigator for Carbon County. He has been receiving numerous complaints based on political leaning.

Scott – asked if others had heard about natural resource shortage for nitro gloves? He said that the information had come from his supply chain. No information was shared from others.

Sue – They are doing lots of investigations and follow-ups. Staffing is short.

Birgen – focus right now is on the Bridger Canyon Fire. The COAD is gathering tomorrow to help those that lost homes.

**Public Comment**

No public comment.

**Next Meeting**

Next meeting will take place on Tuesday, January 10th beginning at 10:00 am via Zoom.

# Adjourn

* Motion to adjourn made by Jason
* Seconded by Bill
* All approve