Western Regional Healthcare Executive Committee Minutes

Community Hospital

January 23, 2018

2018

**Western Regional Healthcare Coalition Meeting**

**January 23, 2018 0900-1700**

**Community Hospital, Missoula Montana**

**Members Present:**

* Don McGiboney, DPHHS HPP
* Cindee McKee, MHA HPP
* Bryan Tavary, DPHHS HPP
* Erin Vandehey, Community Medical Center
* Michelle Kimball, Kalispell Regional Medical
* Luke Fortune, DPHHS PHEP
* Jennifer Phillips, St. James Healthcare
* Shawn Paul, Providence St. Patrick Hospital
* Jan Egli, Partners in Home Care
* Neoma Greenfield, Ravalli County Public Health
* Katherine Basirico, Deer Lodge County Public Health
* John Thomson, Three River EMS
* Kyrsten Brinkley, Mt Tech
* Tammy Matt, CSKT Tribal Health
* Gary Zimmerman, DPHHS PHEP

**Members not present:**

* Don Whalen, Missoula Emergency Services
* Tom Winter, Interim Healthcare of Western Montana
* Martha Smith, DES District Field Officer
* Nancy Shooshtari, Providence Surgery Center

**Approval of Previous Meeting Minutes:**

* + Minutes were reviewed, motion received, seconded and approved.

**Treasury Report:**

* + ***Grants***- $74,825.00
	+ ***Training***-$29,140.00
	+ ***Exercises***-$9,000.00
	+ ***Travel Reimbursement***-$14,541.22
	+ ***Executive Committee Admin Costs*-**$2,271.97
	+ ***Regional Coalition Reimbursements***-$1,143.05
	+ ***Remaining Budget***- $124,091.20
	+ Treasurer’s report was reviewed, motion received to approve report, seconded and approved.

**Grant Application:**

* Mineral Community Hospital
	+ Reflective ICS Vests to enhance NIMS Compliance
	+ Motion received, seconded and approved for $234.25
* The Ruby Valley Hospital
	+ Emergency Preparedness Directories and Wall Mounting Brackets.
	+ Motion received to approve only the above listed request, seconded and approved for $3,955.75.
* St Luke Community Hospital
	+ Discussion was held will ask facility to break out their multiple requests, and exclude the purchase of a stretcher and salaries. Will table this grant application until the next meeting.
* Providence St. Pat’s
	+ Discussion held for the purchase of 4-line decontamination shelter. Shawn discussed the possibility of them receiving funding for this purchase from another grant. If that happens they would allocate the funds to 3M CBRNE All Hazards PAPR System, Training Filters and Batteries, and submit a new grant application.
	+ Shawn will recuse himself from voting on this grant.
	+ Motion received, seconded and approved for $22,000.00.
* St. James
	+ Purchase of Decontamination Equipment to Provide Regional HERT Training/Capability.
	+ Jen will recuse herself from voting on this grant.
	+ Motion received to approve this grant, seconded and approved for $12,266.00.
* St. James
	+ Regional B-Con Education/Training, B-Con Kit and Supplies
	+ Jen will recuse herself from voting on this grant.
	+ Motion received to approve this grant, seconded and approved for $7,322.00

**Old Business:**

* **DPAC Proposal**
	+ Discussion held in regards to utilizing DPAC for possible training and educational opportunities.
	+ Motion received to decline the proposal, seconded and approved.
* **Intermedix Presentation:**
	+ Discussion held and motion received to move forward with the purchase of Intermedix if the cost remains around $20,000.00, seconded and approved.
* **New ESF8 Member Outreach**
	+ Kyrsten will be working on outreach to new ESF8 members.
* **CMS Gap Analysis Tool**
	+ Reviewed and discussion was held in regards to the tool. Will send out on the LISTSERV.
* **Regionalized Training/Educational Opportunities**
	+ Will continue to discuss the possibility of hosting regionalized training in regards to Armed Intruder, Stop the Bleed, HERT, FEMA Table Top Exercise, Plain Language.

**New Business:**

* **CAT Tool**
	+ Jen and Cindee worked on the CAT tool before the meeting. Attempted to review the tool with the committee, but were unable to log in.
	+ Tool will be completed by Jen, Cindee and submitted.
* **Regional HVA:**
	+ Discussion held on and executive committee was encouraged to send their HVA’s to Jen or Cindee.
	+ Will utilize the HVA tool that Jason Mahoney developed.
* **Review DRAFT Preparedness Plan**
	+ Committee will review and will discuss at our next in-person meeting.
* **Proposal to increase frequency of Executive Committee Meetings**
	+ Discussion held and a virtual meeting will be scheduled within 6 weeks.

**Educational Opportunities:**

* Update from Shawn on attending the National HealthCare Coalition Conference in San Diego.
* Bryan discussed upcoming ABLS, BDLS, ADLS.
* CHEC and Community Resilience tracks offered at Summer Institute in July.
* Will continue to work on possible dates for HCRL training in Anniston.
* HSEP course offered at MHA’s Fall Convention.

**Exercises:**

* HAvBED exercise update was given. Some challenges were noted in that some facilities utilized the old log in site. Will continue education with facilities on what site there are to utilize.
* Discussion held on HICS 251 website.
* Coalition Surge Test will include 4 Critical Access Facilities that have a Long Term Care attached. One facility will evacuate and the other facilities will receive patients.
* Redundant Communications Exercise needs to be completed by June 30th. The committee needs to determine what type of communication they would like to test. Discussion held on possibly utilizing Vigilant Guard.
* Ebola Frontline Table Top Exercise will be sent out in March
* Volunteer Registry and Volunteer Exercise will be delayed due to the possible purchase of Intermedix.

**Proposed Initiatives/Focus Areas:**

* Discussion held and the committee would like to work on Medical Surge, Patient Transportation and Patient Tracking. Committee would also like to review their Regional HVA and decide on what areas to work on based off needs/gaps.

**Roundtable Discussion:**

* None

**Public Comment:**

* None

**Next Meeting:**

* April 23, Missoula and Shawn will see if we could host it St. Patrick’s.