

## South Central Public Health

### South Central Healthcare Preparedness Advisory Board and Coalition Meeting Minutes

May 23, 2018, 9:00 a.m. – 3:00 p.m.

**Attendees:** Amanda Scott, Dan Schaffer, Jeremiah Yates, Josh Jensen, Kim Vega, Larry Troxell, Matthew Phillips, Nelson Long, Trish Heath, Rene Stephens, Richard Ord, Will Carson

### Advisory Board

TOPIC	DISCUSSION
Advisory Board	<p>The Advisory Board should have representatives from each hospital, EMS, Emergency Management, and Public Health. The Advisory Board is the base leadership for driving the goals and direction of the coalition. We will discuss this topic at the August coalition meeting. Additionally, we will set up an Advisory Board Meeting for some time in July to discuss funding and plans for next year. <b>The Advisory Board will meet July 23<sup>rd</sup>, 1:00 to 3:00 pm, in the Katz B conference room here at Public Health.</b></p>
The Future of Public Health	<p>There is a push from ASPR to regionalize coalitions. Seven coalitions correspond with the seven health districts within the State of Idaho. There is a plan to dissolve boundaries and align coalitions with the flow of patients within the region. The current idea is to change Idaho to three coalitions, possibly northern, western, and eastern. The Magic and Wood River Valleys would fit with the western region while Minidoka and Cassia would align with the eastern region. We have an opportunity to provide input as we plan and evaluate over the next allotment year. Discussion followed and the overall thought is that Cassia and Minidoka should stay with everyone in the Magic and Wood River Valley region because of the current patient flow. If a change is mandated, the group would prefer to realign with the eastern region. However, our coalition is not in close proximity to the east or west and our current patient flow works fine for the rural nature of our coalition. Members believe a fourth coalition consisting of our current members would work best based on our location. Otherwise, our membership will drop off significantly. We will discuss this with the state and provide additional information to the coalition as we move forward.</p>
WebEOC	<p>We would like to create an event board for our coalition for situational awareness in our region. Agencies would be able to provide information that would be available for members to see during an event. We also want to create a medical resource board and need to determine what equipment and supplies to list. Advisory Board members believe this is a good idea and we will work toward that end.</p>

## Coalition Meeting

TOPIC	DISCUSSION
Welcome and Introductions	Kim welcomed members to the meeting. Participants introduced themselves and the agency they represented.
Approve Minutes from February 28, 2018	The Minutes were approved as written.
Develop a Preparedness Plan	Initially we did not want to write another plan because the information required was contained in other documents. These documents could be substituted in lieu of a new plan. However, after discussion with my liaison counterparts throughout the state, it was determined that we would all write a plan. A draft plan was written and a committee is needed to review and finalize the plan. The following individuals volunteered for the committee: Kim Vega, Josh Jensen, Richard Ord, Mark Phillips (in absentia), and Amanda Scott. <b>The committee will meet June 18, from 1:00 to 3:00 pm, in the Public Health Katz B conference room.</b>
Lessons Learned	Each year we complete a report for IDHW regarding lessons learned from exercises or incidents. Agencies identify gaps in their working plans and implement corrective actions to improve their capabilities. Larry asked for information from coalition agencies regarding these gaps and the lessons learned in order to complete his report. He has received information from North Canyon Medical Center, St. Luke's, BRP Health Management (Lincoln County Care Center), and the Clearwater Care Center. He would appreciate input from other agencies regarding lessons learned from their exercises or incidents as soon as possible. Larry will compile this information and make it an agenda topic at the August coalition meeting.
Sources for Medication and Supplies	We are working on a request protocol to obtain medication and supplies if normal supply chains are interrupted during an incident. I have received information from Cassia Regional Hospital, North Canyon Medical Center, St. Luke's Magic Valley, St. Luke's Jerome, and St. Luke's Wood River. This request protocol is required in order to update our Medical Surge Plan with new information. <b>Please provide your information as soon as possible if you have not done so already.</b>
Personal Protective Equipment (PPE)	Hospitals were asked to provide Larry what PPE items they currently had on hand. I have received information from Cassia Regional Hospital, Minidoka Memorial Hospital and our three St. Luke's hospitals. This is a new requirement with information to be added to our Medical Surge Plan. <b>Please provide your information as soon as possible if you have not done so already.</b>
Coalition Assessment Tool (CAT) Review	Our PHP staff completed the capabilities based Coalition Assessment Tool and would like coalition members to review the information and make changes where appropriate. We have set the review date for June 22 <sup>nd</sup> at 2:00 pm at Public Health in our Katz B conference room. <b>Coalition members who have agreed to participate are Jackie Frey, Tammi Harr, Kim Vega, and Jeremiah Yates.</b> Josh Jensen and Larry Troxell

	will facilitate the review. If any additional coalition members would like to participate please let Larry know.
Coalition Surge Test	<p>On April 18<sup>th</sup> we held a coalition surge test (exercise) with Serenity Healthcare, St. Luke's Jerome, and St. Luke's Wood River. Overall, the exercise went well and goals met. We are going to make changes in our processes for next year and will provide planning and training to agencies and personnel involved for the exercise. <b>The After Action Report/Improvement Plan for the exercise can be viewed here:</b></p>  <p>COALITION SURGE        TEST - COMM DRILL</p>
WebEOC/EEI Exercise	<p>We completed a WebEOC/EEI/PHAR exercise with hospitals and StateComm on April 30<sup>th</sup>. The scenario was an emerging infectious disease affecting a significant number of agriculture workers who have presented to our regional hospitals. They shared symptoms of dizziness, cognitive impairment, vision impairment, headache, rash, and fever. Patients seeking treatment overwhelmed hospitals. We conducted a bridge call with StateComm and our hospitals to determine a broad status and help affected members using Mutual Aid Agreements with other Public Health Districts. <b>The After Action Report/Improvement Plan can be viewed here:</b></p>  <p>2018-Healthcare-EEI        -WebEOC-PHAR-Exp</p>
Key Resources in WebEOC	<p>We would like to develop a WebEOC board with key resources in our region that would be available in the event of an incident. Coalition members can check the board and request resources they may need. The State can also view the board and check resource availability for a large-scale incident over several regions. We would like input from coalition members to determine specific resources to include on the board and what resources they have available. We will update the board with data collected from coalition members and resources Public Health has available, e.g. our medical sheltering equipment. Public Health will review the information annually and update when necessary.</p>
WebEOC Coalition Event Board	<p>We would like to create an event board for coalition members to be able to update information regarding incidents in their area. This would be a way for members to share information, view the event board and offer assistance if needed.</p>
The Future of Public Health Preparedness	<p>Currently there are seven healthcare coalitions within the state of Idaho and they mirror health district boundaries. There is a push from Health and Human Services to regionalize and operationalize healthcare coalitions moving forward. The current thought is a change from seven coalitions to three. The idea is based on patient flow but District 5 patient flow moves in several directions. Some of our hospital patient flow goes to Boise and Salt Lake while others are taken to Twin Falls, Pocatello and Salt Lake. There is no constant on patient movement within our region. We believe</p>

	<p>that meetings, training, and exercises will continue to be a part of our work and we may feed into a larger coalition on an annual basis. We will continue to explore the nature of this proposed change and provide information to you as it becomes available. If you have any ideas as we move forward, please do not hesitate to let us know. This is your coalition, not a Public Health coalition and we would appreciate your input.</p>
<p>Medical Reserve Corps (MRC)</p>	<p>The Medical Reserve Corps is a resource we have in our community. The MRC is sponsored by Public Health and is comprised of medical and non-medical personnel to assist in an incident. If there is a medical surge situation, you can contact Nelson and he can make a request to MRC volunteers to assist. We have a form that agencies can use to request volunteers.</p>  <p>Volunteer Request Form_SCIMRC 1.0.doc</p> <p>Many agencies have specific requirements volunteers must meet before they can be utilized. We will work with agencies to determine the feasibility of completing background checks to meet agency requirements for volunteers. We will also look at providing additional volunteer training moving forward. If you think of any opportunities to utilize volunteers, please contact Nelson Long at <a href="mailto:nlong@phd5.idaho.gov">nlong@phd5.idaho.gov</a>.</p>
<p>Ebola Requirements</p>	<p>We continue to work with our Ebola subgrant that began May 1<sup>st</sup> of this year. If anyone has ideas about training for healthcare worker safety, transporting special pathogen patients, and donning and doffing PPE, please contact Nelson at the email above. Since we have successfully exercised Ebola over the past two years we would like to focus on a different special pathogen for training and exercises. Discussion followed and the coalition would like to put together an exercise for Pan Flu. <b>A Pan Flu planning committee will meet July 9<sup>th</sup>, from 8:30 to 10:30, at Public Health to prepare for a tabletop exercise in October.</b></p>
<p>Health Sector Emergency Preparedness Course (HSEP)</p>	<p>The HSEP course was cancelled for the second time by CDP citing budgetary concerns and a change in national training priorities. We were given the opportunity to reschedule the training next fall. Do we want to reschedule this course? Discussion followed and the decision was made not to reschedule at this time.</p>
<p>Plans/Projects/Training/Exercises for the Next Allotment Year</p>	<p>We would like the coalition to decide on what you want to do this coming allotment year. We will incorporate our requirements into coalition plans.</p>
<p>What's Going On?</p>	<ul style="list-style-type: none"> <li>• Minidoka County has a completed and approved All-Hazard Mitigation Plan they have been working on for two years and it will not need to be updated for another five years. They will now begin work on their Emergency Operations Plan.</li> <li>• Minidoka Memorial Hospital (MMH) is continuing with their active shooter training and will conduct an exercise with the county sometime in the future. They have identified a communication gap since moving some of their services to an office behind the hospital. If an incident such as an active shooter occurred in the hospital, they would not</li> </ul>

	<p>know. The hospital is working to correct this situation with a paging system. MMH is now an accredited hospital as of April 2018.</p> <ul style="list-style-type: none"> <li>• North Canyon Medical Center is working toward their accreditation as well and just had their year zero visit. They are in the process of inspecting equipment and supplies in the medical surge and mass fatality trailers and replacing outdated material. They have had some decontamination events and are planning for training with hospital personnel.</li> <li>• BRP Health Management is busy writing their new emergency management plans for four facilities. They have had a couple of Life Safety surveys that were thorough and intense with just a couple of minor corrections. Their facility in Shoshone was close to evacuation due to a lightning-strike wild fire that was approaching the facility. This gave them the opportunity to evaluate their plans and develop plans for drills in the coming year.</li> <li>• Genesis Healthcare is preparing for a survey in the next two weeks. They are still a five-star facility and very stable. The Twin Falls Care Center has a mobile generator that can be used in an incident. Their facility is highly rated as evidenced by 100% loyalty scores and no issues identified.</li> <li>• The Office on Ageing (OOA) completes mandatory quarterly visits for assisted living and nursing homes. The OOA is losing their Senior Core Programs at the end of June 2018. They are working on Red Files for individuals in Twin Falls County. These file folders are magnetized and can be affixed to people's refrigerators. The documents in the Red Files are available for EMTs to view Do Not Resuscitate (DNR) information as well as medication and other information should it be necessary. The OOA is taking donations to put the files and documentation together with the donator's information attached to the exterior of the Red File. Plans are to provide these files in the Burley area moving forward. They would like to initially assemble 5000 files and distribute to senior homes so the information will be readily available for EMTs and doctors. The OOA has Red Files available in their office if you want some.</li> <li>• St. Luke's Wood River recently had a Code Orange (hazardous material) and activated their Emergency Operations Plan (EOP). They activated their decontamination team and subsequently found the individual to have food poisoning.</li> <li>• St. Luke's Jerome recently received new radios.</li> <li>• St. Luke's Magic Valley conducted a HAZMAT drill and identified gaps with participation and additional training needed for those participating. They also opened their Medical Plaza #2 with rheumatology, a lab draw area, ENT, internal medicine, and occupational health.</li> <li>• Public Health is planning a Medical Reserve Corps (MRC) orientation for new volunteers on June 26<sup>th</sup> from 6:00 8:00 pm, location to be determined.</li> <li>• The College of Southern Idaho participated with the 101<sup>st</sup> Civil Support Team from Gowen Field, and Twin Falls Police Bomb Squad and Fire Department in a HAZMAT drill requiring evacuation on the CSI campus.</li> </ul>
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	<p>Public Health conducted an internal functional exercise on our continuity of operations since we are on the CSI campus and could be required to evacuate as well. A tabletop exercise was also conducted at CSI with first responders. We advertised for a new Public Information Officer (PIO) and interviewed five candidates for the position. <b>A PIO has been hired and will begin working with us on July 16<sup>th</sup>.</b> Next year we will be participating in a full-scale statewide Point of Dispensing (POD) exercise, probably the week of April 22, 2019. During an incident, individuals will come to a POD, usually one of the high schools, to be administered medicine.</p>
<p>Adjourn</p>	<p>The meeting was adjourned at 2:00 p.m.</p>
<p><b>Meeting Dates        (please add to your calendar)</b></p>	<p><b>All Advisory Board meetings are scheduled (9:00 – 10:30) prior to the coalition meetings listed below</b></p> <p><b>All Healthcare Preparedness Coalition meetings are scheduled on the fourth Wednesday from 10:30 to 3:00 p.m. unless otherwise noted</b></p> <p><b>Locations subject to change</b></p> <p><b>South Central Healthcare Preparedness Coalition (SCHPC)</b></p> <ul style="list-style-type: none"> <li>• <b>August 22, 2018</b> <ul style="list-style-type: none"> <li>○ To be held at St. Luke’s Magic Valley</li> <li>○ Lower Level, Pine Room</li> </ul> </li> <li>• <b>November 28, 2018</b> <ul style="list-style-type: none"> <li>○ To be held at North Canyon Medical Center</li> <li>○ Board Room</li> </ul> </li> <li>• <b>February 27, 2019</b> <ul style="list-style-type: none"> <li>○ To be held at Minidoka Memorial Hospital</li> <li>○ Emergency Operations Center behind the hospital, Suite 15</li> </ul> </li> <li>• <b>May 22, 2019</b> <ul style="list-style-type: none"> <li>○ To be held at Cassia Regional Hospital</li> <li>○ Emergency Operations Center next to the cafeteria</li> </ul> </li> </ul>